

Residential Listing Checklist

CHECKLISTS | TXR 1415

FITZ & CO. REAL ESTATE

Residential Listing Checklist

TXR 1415

Listing Addenda & Related Forms

What this form is for

May be used to assist the agent and broker when taking a listing as a guide and reminder of matters that may need to be completed and as a record of completion of those matters. The checklist is an internal working document only and is not designed to be provided to the customer or the client.

Key sections and how to complete the form

Use the form in order. The sections below explain the main decisions, blanks, disclosures, or deadlines the form is designed to address. Complete the actual form from the transaction facts and the instructions printed on the current version.

Work the checklist in order

Use the checklist as a transaction/file-control tool and document completion of the items that actually apply.

Keep the file consistent

The checklist should match the signed agreement, addenda, notices, delivery records, and closing/lease documents in the file.

Related forms and resources

These documents may connect to this form depending on the property, financing, occupancy, disclosure requirements, or other facts of the transaction. Open the related resource to see what it does and how it is completed.

No additional form relationship is stated in the supplied reference material for this resource. Use the form description and your broker's file requirements to determine whether anything else is needed.

Texas REALTORS® form access

This is an educational guide. Access the current TXR form through your authorized Texas REALTORS® forms provider or brokerage forms system.

Need further assistance?

For transaction-specific questions, contact your broker or **Broker Rochelle Fitzgerald** at Fitz & Co. Real Estate.

Educational resource

For educational purposes only. Agents should verify current forms and consult with their broker when needed.

Fitz & Co. Texas Resource Center | Educational resource. Use the current form version for the transaction.

