



2009 Real Estate Contract Date Guide — Updated July 2009

Note: When countering, please consider the necessary dates that will need to be adjusted.

Disclaimer: All dates and deadlines are current at the time of printing but subject to change. This information is intended to be used as a guide only; managing brokers' date deadlines may differ.

Item No.	Reference	Event	Date or Deadline
1.	4.2.1	Alternative Earnest Money Deadline	Alternate date if earnest money not submitted with contract
2.	5.1	Loan Application Deadline	Buyer shall make a verifiable application 3–5 days from “contract acceptance”
3.	5.2	Loan Conditions Deadline	Minimum 2 days prior to closing — in writing
4.	5.3	Buyer’s Credit Information Deadline	Reasonable time from acceptance, 2–5 days (only for OWC or Assumption; otherwise N/A)
5.	5.3	Disapproval of Buyer’s Credit Information Deadline	Reasonable time from Buyer’s Credit Info Deadline (#4) (only for OWC or Assumption; otherwise N/A)
6.	5.4	Existing Loan Documents Deadline	3–5 days from contract acceptance (only on OWC or Assumption; otherwise N/A)
7.	5.4	Existing Loan Documents Objection Deadline	3–5 days from Disapproval of Buyer’s Credit (#5) (only on OWC or Assumption; otherwise N/A)
8.	5.4	Loan Transfer Approval Deadline	4 weeks from contract acceptance (only with Qualifying Assumptions; otherwise N/A)
9.	6.2.2	Appraisal Deadline	3–7 days prior to Loan Conditions Deadline (#3)
10.	6.2.2	Appraisal Objection Deadline	Final date to object to appraisal; 3 days after Appraisal Deadline (#9)
11.	7.1	Title Deadline	7–10 days from “contract acceptance”; allows title company time to search county records.
12.	7.2	Document Request Deadline	2–3 days from Title Deadline (#11) (used only if box in 7.2 is not checked)
13.	7.3	Survey Deadline	1–2 days after Inspection Resolution Deadline. (Survey, ILC, ALTA required by lender or title company, depending on what type of property and loan. Not required by title company if property is residential with lot and block legal description.) Required on all new construction. Allow enough time for survey to be done and for objection to occur prior to Survey Objection Deadline (#14).
14.	7.4.4.1	Common Interest Community (CIC) Documents Deadline	Allow 2–3 days from Title Deadline. See WARNING.
15.	7.4.5	CIC Documents Objection Deadline	3–7 days after CIC Documents Deadline (#16). Note: This is the objection of all HOA non-recorded docs — bylaws, financials, rules and regs, and minutes of recent annual owner’s meeting and any director’s meetings during last 6-month period immediately preceding Title Deadline.
16.	8.1	Title Objection Deadline	2–3 days from Title Deadline (#11)
17.	8.2	Off Record Matters Deadline	4–6 days from contract acceptance (these are all non-recorded agreements Seller has made with outside parties — leases, etc.)
18.	8.2	Off Record Matters Objection Deadline	2–3 days from Off Record Matters Deadline (#18)
19.	8.3.2	Survey Objection Deadline	1–3 days after Survey Deadline (#13)
20.	8.6	Right of First Refusal Deadline	4–6 days from “contract acceptance.” (Applies to some Homeowner’s Associations — N/A only if no HOA exists.) Listing Broker should furnish date for Right of First Refusal, if applicable.
21.	10.1	Seller’s Property Disclosure Deadline	1–3 days from “contract acceptance” or “upon contract acceptance”
22.	10.2	Inspection Objection Deadline	7–10 days from contract acceptance or 3–5 days after CIC Document Objection Deadline (#17)
23.	10.3	Inspection Resolution Deadline	2–3 days from Inspection Objection (#22)
24.	10.5	Property Insurance Objection Deadline	2–3 days from Inspection Objection (#22); may want to do prior to property inspection
25.	12	Closing Date	3–5 weeks from “contract acceptance” (depends upon type of loan or seller/buyer requirements)
26.	17	Possession Date	At the time of closing, or 2–3 days after Closing Date (#25) or DOD (Delivery of Deed)
27.	17	Possession Time	Depends upon seller/buyer requirements — if no time is entered then Seller has until midnight on Possession Date (#26) or time of closing to vacate property
28.	32	Acceptance Deadline Date	Depends upon seller/buyer requirements
29.	32	Acceptance Deadline Time	Depends upon seller/buyer requirements. If no time is entered, the offer expires at midnight on Acceptance Deadline Date (#28).

CIC Documents WARNING: Title Company is only required to deliver documents that are recorded, Declaration, and Party Wall Agreement. All other CIC Documents (Bylaws, Rules and Regulations, six months’ Minutes of Owner’s and Director’s Meetings, Annual Balance Sheet, Annual Income and Expense Statements, Annual Budget) are not recorded and must be obtained from the HOA by the seller. Land Title can obtain these documents for a nominal fee. Listing Broker should begin obtaining the CIC Documents when property is listed, as it may be difficult to obtain these documents by CIC Deadline.