

WASHINGTON, DC (02/25)	
Listing Checklist	Notes
<input type="checkbox"/> Bright MLS Full Listing Printout (or Bright Office Exclusive form (06/24))	
<input type="checkbox"/> MLS Disclosures and Residential Seller/Landlord Options (08/14/24)	
<input type="checkbox"/> Listing Agreement for Improved Real Property GCAAR #910 (02/25)	
<input type="checkbox"/> DC Jurisdictional Disclosure & Addendum GCAAR #1313 (unless REO) (07/23)	
<input type="checkbox"/> Washington, DC Seller's Property Disclosure Statement DCRA (unless REO or Estate sale) (03/20)	
<input type="checkbox"/> Inclusions/Exclusions Disclosure GCAAR #911(07/20)	
<input type="checkbox"/> Consent for Dual Representation and Designated Representation GCAAR #1001 (10/2011)	
<input type="checkbox"/> Affiliated Business Arrangement Disclosure (KWCP form) (11/22)	
<input type="checkbox"/> Home Warranty & Insurance Disclosure– Seller (KWCP form) (06/22)	
<input type="checkbox"/> DC Lead Paint Disclosure GCAAR DC-LEAD - SALES (for homes built prior to 1978) (03/20)	
<input type="checkbox"/> Federal Lead Paint Disclosure GCAAR #907A (for homes built prior to 1978) (02/16)	
<input type="checkbox"/> Condo Disclosure and Resale Addendum for Washington, DC GCAAR #921 (02/25)	
<input type="checkbox"/> Coop Disclosure and Resale Addendum GCAAR #924 (02/25)	
<input type="checkbox"/> HOA Resale Disclosure & Addendum - Washington, DC GCAAR #923 (02/25)	
<input type="checkbox"/> Tenancy Addendum—Single Family GCAAR #1380 (Required when any tenancy exists per GCAAR #1313)(10/24)	
<input type="checkbox"/> Tenancy Addendum—2-4 Units GCAAR #1381 (Required when any 2-4 unit tenancy exists per GCAAR #1313)(02/25)	
<input type="checkbox"/> Tenancy Addendum - 5 or more units GCAAR #1382 (Required when any 5+ unit tenancy exists per GCAAR #1313) (02/23)	
<input type="checkbox"/> Short Sale Addendum to the Listing Agreement GCAAR #930 (10/08)	
Buyer Checklist	Notes
<input type="checkbox"/> MLS Disclosures and Residential Seller/Landlord Options (08/14/24)	
<input type="checkbox"/> Buyer Agency Agreement GCAAR #1341 (10/24)	
<input type="checkbox"/> Consent for Dual Representation and Designated Representation GCAAR #1001 (10/2011)	
<input type="checkbox"/> Affiliated Business Arrangement Disclosure (KWCP form) (11/22)	
<input type="checkbox"/> Home Warranty & Insurance Disclosure– Buyer (KWCP form) (due when there is a ratified contract)(06/22)	
Sales Contract Checklist	Notes
<input type="checkbox"/> Bright MLS Full Listing Printout	
<input type="checkbox"/> GCAAR Sales Contract GCAAR #1301 (02/25)	
<input type="checkbox"/> DC Jurisdictional Disclosure & Addendum GCAAR #1313 (unless REO) (07/23)	
<input type="checkbox"/> Washington, DC Seller's Property Disclosure Statement DCRA (unless REO or Estate sale) (03/20)	
<input type="checkbox"/> Inclusions/Exclusions Disclosure GCAAR #911(07/20)	
<input type="checkbox"/> Disclosure of Brokerage Relationship GCAAR #1002 (from both agents in transaction) (10/11)	
<input type="checkbox"/> Addendum for Seller to Pay Buyer Broker Compensation GCAAR #1302 (07/24) (if seller is paying buyer broker)	
<input type="checkbox"/> Lender Letter (unless a cash deal)	
<input type="checkbox"/> EMD or EMD Confirmation	
<input type="checkbox"/> Disclosure/Confirmation of Dual and/or Designated Representation GCAAR #1000 (10/11)	
<input type="checkbox"/> DC Lead Paint Disclosure GCAAR DC-LEAD - SALES (for homes built prior to 1978) (03/20)	
<input type="checkbox"/> Federal Lead Paint Disclosure GCAAR #907A (for homes built prior to 1978) (02/16)	
<input type="checkbox"/> Affiliated Business Arrangement Disclosure (11/22) - Signed by Buyer (if buyer not KWCP, then only if KVS title co)	
<input type="checkbox"/> Addendum of Clauses—A GCAAR #1332 (10/23)	
<input type="checkbox"/> Addendum of Clauses—B GCAAR #1339 (10/24)	
<input type="checkbox"/> Conventional Financing Addendum GCAAR #1352 (02/25)	
<input type="checkbox"/> VA Financing Addendum GCAAR #1338 (07/22)	
<input type="checkbox"/> FHA Financing Addendum GCAAR #1330 (07/22)	
<input type="checkbox"/> Condo Disclosure and Resale Addendum for Washington, DC GCAAR #921 (02/25)	
<input type="checkbox"/> Coop Disclosure and Resale Addendum GCAAR #924 (02/25)	
<input type="checkbox"/> HOA Resale Disclosure & Addendum - Washington, DC GCAAR #923 (02/25)	
<input type="checkbox"/> Short Sale Addendum to the Sales Contract GCAAR #1362 (10/24)	
<input type="checkbox"/> Tenancy Addendum—Single Family GCAAR #1380 (Required when any tenancy exists per GCAAR #1313)(10/24)	
<input type="checkbox"/> Tenancy Addendum—2-4 Units GCAAR #1381 (Required when any 2-4 unit tenancy exists per GCAAR #1313)(02/25)	
<input type="checkbox"/> Tenancy Addendum - 5 or more units GCAAR #1382 (Required when any 5+ unit tenancy exists per GCAAR #1313) (02/23)	
<input type="checkbox"/> Other Addendums, as necessary—some transactions may require more disclosures, based on the property and/or the buyer/seller	