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TO-DO LIST

DATE	ACTIVITIES	DONE
	1. Review the (PSA)	
	2. Check Disclosures	
	3. Analyze the Preliminary Title Report	
	4. Zoning Compliance Verification	
	5. Natural Hazard Disclosures	
	6. Conduct Environmental Investigations	
	7. Survey for Hazardous Materials	
	8. Physical Inspection of the Building	
	9. Obtain an ALTA Survey	
	10. Inspect Wells and Septic Systems	
	11. Termite Inspection	
	12. Clarify Utility Services	
	13. Appraise the Property	
	14. Verify FIRPTA Compliance	
	15. Execute a Bill of Sale	
	16. Perform a UCC Search	
	17. Arrange for Insurance Coverage	
	18. Review the Closing Statement	
	19. Address Service Agreements	
	20. Obtain Tenant Estoppel Certificates	