



**SELLER'S SETTLEMENT COSTS WORKSHEET**

**AMOUNTS DUE TO SELLER:**

Contract Sales Price .....\$ \_\_\_\_\_

Property tax and other escrow funds held by your mortgage lender (usually refunded by the Lender one month after settlement) .....\$ \_\_\_\_\_

Prorated portion of paid-up property taxes .....\$ \_\_\_\_\_

Prorated portion of paid-up homeowner's dues .....\$ \_\_\_\_\_

Other.....\$ \_\_\_\_\_

**GROSS AMOUNT DUE TO SELLER .....\$ \_\_\_\_\_**

**AMOUNTS DUE FROM SELLER:**

Brokerage commission (Generally 6% of the sales price).....\$ \_\_\_\_\_

Fee to Title Company .....\$ \_\_\_\_\_

Attorney's Fees (For document preparation) .....\$ \_\_\_\_\_

Recording Fees (Usually \$31.00 to release each existing lien) .....\$ \_\_\_\_\_

State Grantor's Tax (Indicates \$1.00 per thousand of sales price for all Virginia jurisdictions) .....\$ \_\_\_\_\_

Special inspections you've agreed to pay for .....\$ \_\_\_\_\_

Closing Cost Credit if you've agreed to pay them in the contract .....\$ \_\_\_\_\_

Balance of any indebtedness secured by the property .....\$ \_\_\_\_\_

Other charges .....\$ \_\_\_\_\_

**TOTAL PAID BY SELLER .....\$ \_\_\_\_\_**

**Net Amount Due to Seller:**

Gross Amount Due (from above) .....\$ \_\_\_\_\_

Less: Total Paid (from above) .....\$ \_\_\_\_\_

**Net Amount Due .....\$ \_\_\_\_\_**

Under Virginia Law, the Seller cannot receive any proceeds from the sale of the property until the Deed and Security Instruments have been recorded. This will be done within forty-eight hours after settlement. If you wish to have your funds wired to you, be sure to bring to settlement a voided check from the account to which you would like your proceeds wired. If you are required to bring money to settlement, make sure it is in the form of a Certified or Cashier's check or that you initiate a bank wire prior to settlement.