

# CONTRACT NEXT STEPS WORKSHEET.



A quick reference of important information for your settlement.

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## **IMPORTANT DATES** | record your important dates here

Date of Contract \_\_\_\_\_

Date I took out insurance for the property \_\_\_\_\_

Initial Deposit Due Date \_\_\_\_\_

Finance Due Date \_\_\_\_\_

Building and Pest Inspection Due Date \_\_\_\_\_

Electrical Inspection Due Date \_\_\_\_\_

Body Corporate Records Search Due Date \_\_\_\_\_

Other Special Conditions Due Date \_\_\_\_\_

Final Deposit Due Date \_\_\_\_\_

Unconditional Due Date \_\_\_\_\_

Pre-Settlement Inspection Time and Date \_\_\_\_\_

Settlement Time and Date \_\_\_\_\_

Date the current owners / tenants are due to vacate \_\_\_\_\_

Date the property will be cleaned \_\_\_\_\_

Date the services will be connected to the property \_\_\_\_\_

Date the removalists are due to arrive \_\_\_\_\_

My proposed move in date \_\_\_\_\_