



### Session 12

#### Explain Next Steps to PR

1. You will write up the Purchase Agreement (PA)
2. **Every designated heir needs to sign it. In person. In front of you.**
3. You will need a copy of their "Letters of Authority"
4. Dictates who needs to sign the PA for it to be valid
5. The Title Company has a "Closing Information" sheet they need completed for FSBOs. Tell the PR you'll need that done at the time they sign the PA
6. You will bring the EMD check made out to the Title Co
7. After the PA is signed you will deliver the documents and the EMD check to the Title Company immediately
8. You'll get the PR a copy of the receipt for the EMD and a copy of the PA

**After you have explained the next steps, then get over there THAT DAY to have them sign!**