



CONTRACT FOR DEED

Complete a separate schedule for each property

Address of property	
Description of property (residential, commercial)	

PURCHASE INFORMATION	
Purchase Date	
Base Purchase Price	
Settlement Costs	
Were there any improvements made to the property?	

Attach the settlement statement from the purchase.

SALE INFORMATION	
Date of Sale	
Name of Tenant	
Social Security number of Tenant (for 1098)	
Base Selling Price	
Your Settlement Costs in this sale	

Attach the settlement statement from the purchase.

Attach the contract for deed.

LIABILITY INFORMATION	
Original balance of first mortgage that you hold	
Current balance of first mortgage	
Original balance of second mortgage that you hold	
Current balance of second mortgage	

Attach the mortgage interest statements for your original mortgages.

If you refinanced any of the mortgages, attach the second mortgage interest statement and the settlement statement from the refinance.

DETAILS OF CONTRACT FOR DEED	
Downpayment	
Mortgage amount that tenant holds with you	
Payment per month	
Interest rate (or interest only payments)	
Length of contract term	
Is the contract still in force?	
Have any payments been late or missed?	
Do you need us to issue the 1098 to your tenant?	

I declare that I have examined and/or completed this worksheet and any accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct and complete.

Prepared and submitted by: _____ Date: _____

Printed name: _____