

## **F-7 Commission Approved Forms**

Real estate brokers are required to use Commission-approved forms as appropriate to a transaction or circumstance to which a relevant form is applicable. In instances when the Commission has not developed an approved form within the purview of this rule, and other forms are used, they are not governed by Rule F. Other forms used by a broker shall not be prepared by a broker, unless otherwise permitted by law.

Forms with a September, 2008 adoption date may be used as of October 30, 2008 and are mandatory January 1, 2009.

The following are the forms promulgated by the real estate commission and are within the purview of Rule F:

### *Listing Contracts*

Exclusive Right-to-Sell Listing Contract (All Types of Properties) LC50-10-06  
Exclusive Right-to-Buy Contract (All Types of Properties) BC60-04-05  
Exclusive Brokerage Listing Contract (All Types of Properties) LC53-10-06  
Open Listing Contract (All Types of Properties) LC54-10-06  
Exclusive Right-to-Lease Listing Contract (All Types of Property) LC57-10-06  
Exclusive Tenant Contract (All Types of Premises) ETC59-10-05

### *Sales Contracts*

Contract to Buy and Sell Real Estate (All Properties) CBS1-9-08  
Contract to Buy and Sell Real Estate (All Properties) (For Property in Foreclosure) CBSF1-9-08

### *Addenda to Contracts*

Licensee Buy-Out Addendum to Contract to Buy and Sell Real Estate (see footnote # 2) LB36-9-08  
Source of Water Addendum to Contract to Buy and Sell Real Estate SWA35-8-07  
Exchange Addendum to Contract to Buy and Sell Real Estate EX32-05-04  
Lead-Based Paint Disclosures (Sales) LP45-05-04  
Lead-Based Paint Disclosures (Rentals) LP46-05-04  
Brokerage Duties Addendum to Property Management Agreement BDA55-04-05  
Foreclosure Property Addendum FPAF 33-9-08  
Short Sale Addendum SSA38-9-08

### *Disclosure Documents*

Brokerage Disclosure to Buyer-Tenant (see footnote # 3) BD24-9-08-  
Brokerage Disclosure To Tenant (see footnote # 3) BDT 20-9-08.  
Brokerage Disclosure to Seller (REO and Non-CREC Approved Listings) BDD56-9-08  
Broker Disclosure to Seller (Sale by Owner) (see footnote # 3) SD16-9-08  
Definitions of Working Relationships (see footnote # 3) DD25-9-08  
Seller's Property Disclosure (All Types of Properties) SPD19-9-08  
Seller's Property Disclosure (Residential) SPD29-9-08  
Change of Status CS23-10-06  
Square Footage Disclosure SF94-05-04

**9-19-08**

### *Notice Documents*

Inspection Notice [NTC43-98-07](#)  
Notice of Cancellation [NCF34-9-08](#)  
Notice to Terminate [NTT44-9-08](#)  
Seller Authorization [SA20-2-08](#)

### *Counterproposal*

Counterproposal [CP40-9-08](#)

### *Agreement to Amend/Extend Contract*

Agreement to Amend / Extend Contract [AE41-9-08](#)  
Agreement to Amend / Extend Contract with Broker [AE42-05-04](#)

### *Closings*

Closing Instructions [CL8-9-89-08](#)  
Earnest Money Receipt [EM9-8-07](#)  
Closing Statement (see footnote # 1) [SS60-9-08](#)

### *Deeds of Trust*

Deed of Trust (Due on Transfer-Strict) [TD72-9-08](#)  
Deed of Trust (Due on Transfer-Credit worthy) [TD73-9-08](#)  
Deed of Trust (Assumable-Not Due-on Transfer) [TD74-9-08](#)

### *Promissory Notes*

Earnest Money Promissory Note [EMP80-05-04](#)  
Promissory Note for Deed of Trust (UCCC-No Default Rate) [NTD82-10-06](#)  
Promissory Note for Deed of Trust [NTD81-10-06](#)

### **Optional Forms** (Not Mandatory)

Worksheet for Real Estate Settlement [SS61-9-08](#)  
Real Property Transfer Declaration [TD-1000](#)  
Earnest Money Release [EMR83-05-04](#)  
Common Interest Community Checklist for Brokerage Firm [CICC-05-04](#)  
Listing Firm's Well Checklist  
Colorado Statutory Power of Attorney for Property [Form](#)  
Lead Based Paint Obligations of Seller [LP47-05-04](#)  
Lead Based Paint Obligations of Landlord [LP48-05-04](#)

#### Footnotes:

- (1) In lieu of using this form, Brokers may, use a closing statement or statement of settlement that is in full compliance with Rule E-5.
- (2) This form is to be used when a broker enters into a contract to purchase a property either: (a) concurrent with the listing of such property; or (b) as an inducement or to facilitate the property owner's purchase of another property; or (c) continues to market that property on behalf of the owner under an existing listing contract.
- (3) It shall be permissible to use the language in a format approved by the Commission, or in a format applicable to the broker's written office policy. The broker may, in addition to the required brokerage disclosure form, use the document, Definitions of Working Relationships.

**9-19-08**

THIS FORM HAS IMPORTANT LEGAL CONSEQUENCES AND THE PARTIES SHOULD CONSULT LEGAL AND TAX OR OTHER COUNSEL BEFORE SIGNING.

**SELLER'S PROPERTY DISCLOSURE  
(ALL TYPES OF PROPERTIES)**

**THIS DISCLOSURE SHOULD BE COMPLETED BY SELLER, NOT BY BROKER.**

Seller states that the information contained in this Disclosure is correct to the best of Seller's CURRENT ACTUAL KNOWLEDGE as of this Date. **Any changes will be disclosed by Seller to Buyer promptly after discovery.** Seller hereby receipts for a copy of this Disclosure. If the Property is part of a Common Interest Community, this Disclosure is limited to the Property or Unit itself, except as stated in Section L. Broker may deliver a copy of this Disclosure to prospective buyers.

**Note: If an item is not present at the Property or if an item is not to be included in the sale, mark the "N/A" column. The Contract to Buy and Sell Real Estate, not this Disclosure form, determines whether an item is included or excluded; if there is an inconsistency between this form and the Contract, the Contract controls.**

Date: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Seller: \_\_\_\_\_

**I. IMPROVEMENTS**

If this box is checked, there are no structures or improvements on the Property; do not complete Sections A-G.

<b>A.</b>	<b>STRUCTURAL CONDITIONS</b> Do any of the following conditions now exist or have they ever existed:	<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Structural problems					
2	Moisture and/or water problems					
3	Damage due to termites, other insects, birds, animals or rodents					
4	Damage due to hail, wind, fire or flood					
5	Cracks, heaving or settling problems					
6	Exterior wall or window problems					
7	Exterior Artificial Stucco (EIFS)					
8	Any additions or alterations made					
9	Building code, city or county violations					

<b>B.</b>	<b>ROOF</b>	<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Roof problems					
2	Roof material: _____ Age _____ Roof material: _____ Age _____					
3	Roof leak: Past					
4	Roof leak: Present					
5	Damage to roof: Past					
6	Damage to roof: Present					
7	Roof under warranty until _____. Transferable _____					
8	Roof work done while under current roof warranty					
9	Skylight problems					
10	Gutter or downspout problems					

**IN WORKING CONDITION**

<b>C.</b>	<b>APPLIANCES</b>	<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>Age If Known</b>	<b>N/A</b>	<b>Comments</b>
1	Built-in vacuum system & accessories						
2	Clothes dryer						
3	Clothes washer						
4	Dishwasher						
5	Disposal						
6	Freezer						
7	Gas grill						
8	Hood						

9	Microwave oven						
10	Oven						
11	Range						
12	Refrigerator						
13	T.V. antenna: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
14	Satellite system or DSS dish: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
15	Trash compactor						

		IN WORKING CONDITION					
D.	ELECTRICAL & TELECOMMUNICATIONS	Yes	No	Do Not Know	Age If Known	N/A	Comments
1	Security system: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
2	Smoke/fire detectors: <input type="checkbox"/> Battery <input type="checkbox"/> Hardwire						
3	Carbon Monoxide Alarm: <input type="checkbox"/> Battery <input type="checkbox"/> Hardwire						
4	Light fixtures						
5	Switches & outlets						
6	Aluminum wiring (110)						
7	Electrical: Phase _____ Voltage _____ Amps						
8	Telecommunications (T1, fiber, cable, satellite)						
9	Inside telephone wiring & blocks/jacks						
10	Abandoned communication cables: <input type="checkbox"/> Yes <input type="checkbox"/> No						
11	Ceiling fans						
12	Garage door opener						
13	Garage door control(s) # _____						
14	Intercom/doorbell						
15	In-wall speakers						
16	220 volt service						
17	Landscape lighting						

		IN WORKING CONDITION					
E.	MECHANICAL	Yes	No	Do Not Know	Age If Known	N/A	Comments
1	Air conditioning:						
	Evaporative cooler						
	Window units						
	Central						
	Computer room						
2	Attic/whole house fan						
3	Vent fans						
4	Humidifier						
5	Air purifier						
6	Sauna						
7	Hot tub or spa						
8	Steam room/shower						
9	Pool						
10	Heating system:						
	Type _____ Fuel _____						
	Type _____ Fuel _____						
11	Water heater: Number of _____ Fuel type _____ Capacity _____						
12	Fireplace: Type _____ Fuel _____						
13	Fireplace insert						
14	Stove: Type _____ Fuel _____						
15	When was fireplace/wood stove, chimney/flue last cleaned: Date: _____ <input type="checkbox"/> Do not know						

16	Fuel tanks: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
17	Radiant heating system: <input type="checkbox"/> Interior <input type="checkbox"/> Exterior Hose Type _____						
18	Overhead door						
19	Entry gate system						
20	Elevator/escalators						
21	Lift/hoist/crane						

		IN WORKING CONDITION					
F.	WATER, SEWER & OTHER UTILITIES	Yes	No	Do Not Know	Age If Known	N/A	Comments
1	Water filter system: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
2	Water softener: <input type="checkbox"/> Owned <input type="checkbox"/> Leased						
3	Sewage problems: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do not know						
4	Lift station (sewage ejector pump)						
5	Drainage, storm sewers, retention ponds						
6	Grey water storage/use						
7	Plumbing problems: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do not know						
8	Sump pump						
9	Underground sprinkler system						
10	Fire sprinkler system						
11	Polybutylene pipe: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do not know						
12	Galvanized pipe: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do not know						
13	Backflow prevention device: <input type="checkbox"/> Domestic <input type="checkbox"/> Irrigation <input type="checkbox"/> Fire <input type="checkbox"/> Sewage						
14	Irrigation pump						
15	Well pump						

G.	OTHER DISCLOSURES—IMPROVEMENTS	Yes	No	Do Not Know	N/A	Comments
1	Included fixtures and equipment in working condition					

## II. GENERAL

H.	USE, ZONING & LEGAL ISSUES	Yes	No	Do Not Know	N/A	Comments
1	Current use of the Property					
2	Zoning violation, variance, conditional use, enforceable PUD or non-conforming use					
3	Notice or threat of condemnation proceedings					
4	Notice of any adverse conditions from any governmental or quasi-governmental agency that have not been resolved					
5	Violation of restrictive covenants or owners' association rules or regulations					
6	Any building or improvements constructed within the past one year from this Date without approval by the Association or the designated approving body					
7	Notice of zoning action related to the Property					
8	Notice of ADA complaint or report					
9	Other legal action					

<b>I. ACCESS, PARKING, DRAINAGE &amp; SIGNAGE</b>		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Any access problems					
2	Roads, driveways, trails or paths through the Property used by others					
3	Public highway or county road bordering the Property					
4	Any proposed or existing transportation project that affects or is expected to affect the Property					
5	Encroachments, boundary disputes or unrecorded easements					
6	Shared or common areas with adjoining properties					
7	Cross-parking agreement, covenants, easements					
8	Requirements for curb, gravel/paving, landscaping					
9	Flooding or drainage problems: Past					
10	Flooding or drainage problems: Present					
11	Signs: <input type="checkbox"/> Owned <input type="checkbox"/> Leased					
12	Signs: Government or private restriction problems					
<b>J. WATER &amp; SEWER SUPPLY</b>		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Water Rights: Type _____					
2	Water tap fees paid in full					
3	Sewer tap fees paid in full					
4	Subject to augmentation plan					
5	Well required to be metered					
6	Type of water supply: <input type="checkbox"/> Public <input type="checkbox"/> Community <input type="checkbox"/> Well <input type="checkbox"/> Shared Well <input type="checkbox"/> Cistern <input type="checkbox"/> None If the Property is served by a Well, a copy of the Well Permit <input type="checkbox"/> Is <input type="checkbox"/> Is Not attached. Well Permit #: _____ <input type="checkbox"/> Drilling Records <input type="checkbox"/> Are <input type="checkbox"/> Are not attached. Shared Well Agreement <input type="checkbox"/> Yes <input type="checkbox"/> No. The <b>Water Provider</b> for the Property can be contacted at: Name: _____ Address: _____ Web Site: _____ Phone No.: _____ <input type="checkbox"/> There is neither a Well nor a Water Provider for the Property. The source of potable water for the Property is [describe source]:  <b>SOME WATER PROVIDERS RELY, TO VARYING DEGREES, ON NONRENEWABLE GROUND WATER. YOU MAY WISH TO CONTACT YOUR PROVIDER (OR INVESTIGATE THE DESCRIBED SOURCE) TO DETERMINE THE LONG-TERM SUFFICIENCY OF THE PROVIDER'S WATER SUPPLIES.</b>					
7	Type of sanitary sewer service: <input type="checkbox"/> Public <input type="checkbox"/> Community <input type="checkbox"/> Septic System <input type="checkbox"/> None <input type="checkbox"/> Other _____ If the Property is served by an on-site septic system, supply to buyer a copy of the permit. Type of septic system: <input type="checkbox"/> Tank <input type="checkbox"/> Leach <input type="checkbox"/> Lagoon					
<b>K. ENVIRONMENTAL CONDITIONS</b>		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
Do any of the following conditions now exist or have they ever existed:						
1	Hazardous materials on the Property, such as radioactive, toxic, or biohazardous materials, asbestos, pesticides, herbicides, wastewater sludge, radon, methane, mill tailings, solvents or petroleum products					
2	Underground storage tanks					
3	Aboveground storage tanks					
4	Underground transmission lines					
5	Pets kept on the Property					
6	Property used as, situated on, or adjoining a dump, land fill or municipal solid waste land fill					

7	Monitoring wells or test equipment					
8	Sliding, settling, upheaval, movement or instability of earth or expansive soils of the Property					
9	Mine shafts, tunnels or abandoned wells on the Property					
10	Within governmentally designated geological hazard or sensitive area					
11	Within governmentally designated flood plain or wetland area					
12	Governmentally designated noxious weeds (within last 3 years only) If yes, see Section O.					
13	Dead, diseased or infested trees or shrubs					
14	Environmental assessments, studies or reports done involving the physical condition of the Property					
15	Property used for any mining, graveling, or other natural resource extraction operations such as oil and gas wells					
16	Endangered species on the Property					
17	Archeological features, fossils, or artifacts on the Property					
18	Interior of improvements of Property tobacco smoke-free					
19	Other environmental problems					
<b>L. COMMON INTEREST COMMUNITY ASSOCIATION PROPERTY</b>						
		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Property is part of an owners' association					
2	Special assessments or increases in regular assessments approved by owners' association but not yet implemented					
3	Has the Association made demand or commenced a lawsuit against a builder or contractor alleging defective construction of improvements of the Association Property (common area or property owned or controlled by the Association but outside the Seller's Property or Unit).					
<b>M. OTHER DISCLOSURES — GENERAL</b>						
		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Any part of the Property leased to others (written or oral)					
2	Written reports of any building, site, roofing, soils or engineering investigations or studies of the Property					
3	Any property insurance claim submitted (whether paid or not)					
4	Structural, architectural and engineering plans and/or specifications for any existing improvements					
5	Property was previously used as a methamphetamine laboratory and not remediated to state standards					
6	Government special improvements approved, but not yet installed, that may become a lien against the Property					

III. LAND						
N.	CROPS, LIVESTOCK & LEASES	Yes	No	Do Not Know	N/A	Comments
1	Crops being grown on the Property					
2	Seller owns all crops					
3	Livestock on the Property					
4	Any land leased from others: <input type="checkbox"/> State <input type="checkbox"/> BLM <input type="checkbox"/> Federal <input type="checkbox"/> Private <input type="checkbox"/> Other					
<b>O. NOXIOUS WEEDS</b>						
The Colorado Weed Management Act became law on January 1, 1992. The law requires that every county or municipality in Colorado adopt a weed management plan outlining the rules governing identification and method of eradication. The State of Colorado has identified PURPLE LOOSESTRIFE, SPOTTED KNAPWEED, MUSK THISTLE, LEAFY SPURGE, CANADIAN THISTLE, DIFFUSE KNAPWEED, RUSSIAN KNAPWEED, DALMATION TOADFLAX and YELLOW TOADFLAX, among others, as noxious weeds.						
Have any of the following occurred to the Property within the last 3 years:		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Identification of noxious weeds					
2	Subject to written weed control plan					
3	Herbicides applied					
4	Biological agents or insects released on any of the noxious weeds					
<b>P. OTHER DISCLOSURES — Land</b>						
		<b>Yes</b>	<b>No</b>	<b>Do Not Know</b>	<b>N/A</b>	<b>Comments</b>
1	Any part of the Property enrolled in any governmental programs such as Conservation Reserve Program (CRP), Wetlands Reserve Program (WRP), etc.					
2	Conservation easement					

Seller and Buyer understand that the real estate brokers do not warrant or guarantee the above information on the Property. Property inspection services may be purchased and are advisable. This form is **not** intended as a substitute for an inspection of the Property.

**ADVISORY TO SELLER:**

**Failure to disclose a known material defect may result in legal liability.**

The information contained in this Disclosure has been furnished by Seller, who certifies to the truth thereof based on Seller’s CURRENT ACTUAL KNOWLEDGE.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Seller

\_\_\_\_\_  
Seller

**ADVISORY TO BUYER:**

1. Even though Seller has answered the above questions to the best of Seller’s current actual knowledge, Buyer should thoroughly inspect the Property and obtain expert assistance to accurately and fully evaluate the Property to confirm the status of the following matters:

- a. the physical condition of the Property;
- b. the presence of mold or other biological hazards;
- c. the presence of rodents, insects and vermin including termites;
- d. the legal use of the Property and legal access to the Property;
- e. the availability and source of water, sewer, and utilities;
- f. the environmental and geological condition of the Property;
- g. the presence of noxious weeds; and

h. any other matters that may affect Buyer's use and ownership of the Property that are important to Buyer as Buyer decides whether to purchase the Property.

2. Seller states that the information is correct to the best of "Seller's current actual knowledge" as of the date of this form. The term "current actual knowledge" is intended to limit Seller's disclosure only to facts actually known by the Seller and does not include "constructive knowledge" or "common knowledge" or what Seller "should have known" about the Property. The Seller has no duty to inspect the Property when this Disclosure is filled in and signed.

3. Valuable information may be obtained from various local/state/federal agencies, and other experts may assist Buyer by performing more specific evaluations and inspections of the Property.

4. Boundaries, location and ownership of fences, driveways, hedges, and similar features of the Property may become the subjects of a dispute between a property owner and a neighbor. A survey may be used to determine the likelihood of such problems.

5. Whether any item is included or excluded is determined by the contract between Buyer and Seller and not this Seller's Property Disclosure.

6. Buyer acknowledges that Seller does not warrant that the Property is fit for Buyer's intended purposes or use of the Property. Buyer acknowledges that Seller's indication that an item is "working" is not to be construed as a warranty of its continued operability or as a representation or warranty that such item is fit for Buyer's intended purposes.

7. Buyer hereby receipts for a copy of this Disclosure.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Buyer