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SAMPLE NYC REAL ESTATE DEAL SHEET

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Address: 45 Madison Avenue, Apt. 23, New York, NY 10010	Date: 11/14/2018
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BUYER		SELLER	
Name:	Albert Choy	Name:	Melissa Whitaker
Address:	305 East 23rd Street, Apt. 11 New York, NY 10010	Address:	45 Madison Avenue, Apt. 23 New York, NY 10010
SSN:	123-45-6789	SSN:	234-56-7898
Email:	achoy12345@gmail.com	Email:	whiterm8393@yahoo.com
Office:	(212) XYZ-XYZX	Office:	(212) XYZ-XYZX
Cell:	(347) XYZ-XYZX	Cell:	(917) XYZ-XYZX
Fax:	N/A	Fax:	N/A

BUYER'S ATTORNEY		SELLER'S ATTORNEY	
Name:	Jackson Markov, Attorney at Law	Name:	Rick Feldman
Firm:	Jackson Markov, Attorney at Law	Firm:	Feldman, Smith and Jones, LLP
Address:	15 Water Street New York, NY 10004	Address:	14 East 60th Street, 8th Floor New York, NY 10022
Email:	markovlaw481232@mlawny.com	Email:	paralegal@fsjllpny.com
Office:	(212) XYZ-XYZX	Office:	(212) XYZ-XYZX
Fax:	(212) XYZ-XYZX	Fax:	(212) XYZ-XYZX

BUYER'S BROKER		SELLER'S BROKER	
Name:	Jack Smith	Name:	Andy Eldrin
Firm:	Global Real Estate Brokerage LLC	Firm:	Andrew Eldrin, LREB
Address:	28 John Street New York, NY 10038	Address:	145 Attomey Street New York, NY 10002
Agent License #	111222333	Agent License #	111222555
Firm License #	111222444	Firm License #	111222666
Email:	jsmith@globalrealestatenycbrokerage.com	Email:	aeldrinrealestate@compuserve.com
Office:	(212) XYZ-XYZX	Office:	(212) XYZ-XYZX
Cell:	(718) XYZ-XYZX	Cell:	(347) XYZ-XYZX
Fax:	(212) XYZ-XYZX	Fax:	(212) XYZ-XYZX

MANAGEMENT FIRM	
Firm Name:	Jackson Realty Management Company LLC
Contact:	Butch Jackson
Address:	95 Grand Street, Fmt 1, New York, NY, 10013
Email:	butch@jacksonmanagement12345.com
Phone:	(212) XYZ-XYZX
Fax:	(212) XYZ-XYZX

MISCELLANEOUS INFORMATION	
Purchase Price:	\$1,350,000
Closing Date:	60-90 Days
Financing:	85% Financing
Contingencies:	Mortgage
Exclusions/Inclusions:	Dining Room Built-in
Commission:	3% to Global Real Estate Brokerage LLC, 3% to Andrew Eldrin, LREB
Flip Tax:	2% paid by seller
Shares:	175
Monthly Maintenance / Common Charges:	\$1,653.18
Monthly Taxes (Condo):	N/A
Assessments:	\$250/month through July 2023

Note: This sample deal sheet is fictitious and intended to be used for illustrative purposes only. Consult your real estate broker and attorney for formal guidance.