

2021 STANDARD FORMS REVISION SCHEDULE

(Note deadline to submit finalized forms to zipForm: March 1 for May release; Sept. 1 for Nov. release)

Form Name	Form #	Revision Date	Chair	Due Date	Target date for Member comment	Closest BOD Mtg	Planned Release Date	Priority
Blank Addendum	N/A	Revised: December 2017 (Rev. 2/2011)						
Blank Amendment	N/A	Revised: August 2018						
Exclusive Right-to-Sell Listing Contract	RR101	Revised: December 2017 (Rev. 10/2016)						Yes
Buyer Representation Contract (Exclusive Right to Represent)	RR104	Revised: December 2017 (Rev. 10/2015)						Yes
Designated Agency Addendum	NEW FORM		John	John to update SFC 1/21/21				Working
Buyer-Buyer, Seller-Seller Dual Agency	NEW FORM		John	John to update SFC 1/21/21				Working
Dual Agency Consent Addendum	RR221	Revised: December 2017 (Rev. 10/2016)	John	SFC review comments on 1/21/21	10/30/2020	2/25/2021	May. 2021	Working
Request for Documents	RR105b	Revised: December 2017 (Rev. 12/2015)						
Project Information Form – Condominium, Co-op, PUD, and Other Homeowner Organizations	RR105c	Revised: December 2017 (4/2017)						Yes
Document Receipt	RR226	Revised: December 2017 (Rev. 2/2011)						
Receipt of Project Information Form	RR108	Revised: December 2017 (Rev. 4/2017)						

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Seller's Real Property Disclosure Statement	RR109	Revised: December 2017 (Rev. 7/2013)	Sharon	SFC review comments on 1/21/21	10/30/2020	2/25/2021	May. 2021	Working
Receipt of Seller's Real Property Disclosure Statement	RR107	Revised: December 2017 (2/2015)						
Short Sale Addendum to Exclusive Right-to-Sell Listing Contract	RR110	Revised: February 2018						
Distressed Property Addendum to Exclusive Right-to-Sell Listing Contract	RR111	Revised: December 2017 (7/2012)						
Distressed Property Addendum to Purchase Contract	RR222	Revised: December 2017 (7/2017)						
Purchase Contract	RR201	Revised: February 2019						
Early Occupancy Agreement	RR202	Revised: April 2018						
Post Closing Occupancy Contract	RR227	Revised: July 2018						
Agreement of Sale Addendum	RR203	Revised: December 2017 (Rev. 1/2012; Rev. 7/2015 law change)						Yes
Counter Offer	RR204	Revised: July 2019						
Plain Language Addendum	RR206	Revised: July 2019						
Extension of Scheduled Closing Date	RR207	Revised: February 2019						
Residential Leasehold Property Addendum	RR210	Revised: December 2017 (1/2012)						
Receipt for Residential Leasehold Property Disclosure	RR211	Revised: December 2017 (Rev. 9/2008)						
Action on Residential Leasehold Property Addendum	RR212	Revised: December 2017 (Rev. 1/2012)						

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"As Is" Condition Addendum	RR213	Revised: July 2018						
Oceanfront Property Addendum	RR220	Revised: December 2018						
Renewable Energy Act Addendum	RR306	Revised: December 2017 (8/2013)						
Purchase Money Mortgage Addendum	RR205	Revised: August 2018						
Short Sale Addendum to Purchase Contract	RR223	Revised: February 2018						
VA Financing Addendum	RR224	Revised: December 2017 (4/2012)						
FHA Addendum	RR225	Revised: July 2018						
Option Addendum	RR303	Revised: December 2017 (7/2017)						Yes
Rental Agreement	RR301	Revised: November 2020	Dusty	COMPLETED			Nov. 2020	Yes
Property Condition Form	RR302	Revised: February 2019						
Vacating Instructions	RR304	Revised: December 2017 (4/2015)						
Pet Addendum	RR305	Revised: December 2017 (4/2015)						
Property Management Contract	RR307	Revised: December 2017 (10/2016)						Yes
Rental Application	RR308	Revised: December 2017 (7/2017)						
Security Deposit Statement	RR403	Revised: December 2017 (Rev. 7/2013)						
Service/Support Animal Addendum	NEW FORM		Dusty	SFC review comments 1/21/21	10/30/2020	2/25/2021	May. 2021	Working

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Cooperating Brokerage Firm's Separate Contract	RR214	Revised: December 2017 (2/2016)						Yes
Independent Contractor Agreement for Real Estate Agents	RR401	Revised: December 2017 (10/2017)						Yes
Referral Fee Contract	RR404	Revised: December 2017 (12/2015)						
Commercial Real Property Purchase and Sale Agreement (PSA)	RR501	Revised: December 2017 (Rev. 7/2013; admin corection by CCIM rev. 2/2014)						
Commercial Cooperating Brokerage Firm's Separate Agreement	RR502	Revised: December 2017 (Rev. 12/2005)						
Commercial Real Property Counter Offer	RR503	Revised: December 2017 (7/2013)						
Commercial Existing "As Is" Condition Addendum	RR504	Revised: December 2017 (7/2013)						
Commercial Lease (Multi-Tenant Lease)	RR505	Revised: December 2017 (6/2014)						
Addendum to Commercial Lease (Multi-Tenant): Exhibit C – Rules and Regulations	RR506	Revised: December 2017 (6/2014)						
Addendum to Commercial Lease (Multi-Tenant Lease): Exhibit D – Work Letter	RR507	Revised: December 2017 (6/2014)						
Addendum to Commercial Lease (Multi-Tenant Lease): Exhibit F – Option(s) to Extend	RR508	Revised: December 2017 (6/2014)						

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Addendum to Commercial Lease (Multi-Tenant Lease): Exhibit G – Guarantee of Lease	RR509	Revised: December 2017 (6/2014)						
Addendum to Commercial Lease (Multi-Tenant Lease): Exhibit H – Percentage Rent	RR510	Revised: December 2017 (rev. 6/2014)						
Coronavirus (COVID-19) Notice		Created August 2020						
COVID-19 Amendment/Addendum		Created March 2020						
Unseen Addendum			Requested by RAM					
1031 Exchange Addendum	NEW FORM							Yes
Back up Offer Addendum	NEW FORM							Yes

Rev. 1/8/2021

Year and # of forms revised:

2005 – 1
2008 – 1
2011 – 2
2012 – 4
2013 – 5
2014 – 7
2015 – 7
2016 – 4
2017 – 6
2018 – 9
2019 – 5
2020 – 3

TOTAL = 54 FORMS