NANAIMO SELLER WORKSHEET

Home Sale Deposit Checklist

Record when the deposit is due, who holds it and what happens next.

Use the signed contract and any amendments.

A missed payment or failed closing does not automatically release the deposit.

Property address

Offer acceptance date

01 Confirm the deposit terms

Deposit amount ($)

Due date, time and zone

Payment trigger

Named deposit holder

Received date and receipt reference

Ask your agent to confirm the payment instructions and what to do if it is late or missing.

02 Check how the funds are held

A brokerage typically holds the deposit in trust as a neutral stakeholder.

Deposit status / amount held

Scheduled completion date

If the sale completes, the deposit is normally credited toward the purchase price.

03 If the sale does not complete

Ask who can authorize release. If entitlement is disputed, talk to your lawyer before signing.

If statutory buyer rescission applies, different deposit rules apply.

Documents, written directions and next action

Source: BCFSA Deposits Guidelines

Planning aid only. Discuss the signed documents and your situation with your agent or lawyer.

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