



Resume of Transactions Form

A residential transaction must be a single family home, townhouse, cooperative, up to and including four-unit building, duplex, condominium, or permanently affixed mobile home unit. The property must include an improvement. Please list the transactions you have closed. If you are taking credit for any "co-listing" (a listing or sale that you shared with another sales associate), note that in the appropriate column and give yourself 50% of the dollar amount or credit for half of the transaction. You may only list transactions for which you completed no less than 50% of the work.

You may submit computer printouts as long as all of the information requested on the official Resume is included; please sign and date this official form and attach your report.

	Address of the Property	Listing or Sale	Full or Half Credit	Closing Date	Amount
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I hereby certify that the above information is complete, true and correct, that I am the named listing or selling agent for each transaction submitted, and that this information accurately reflects my share of any of the work involved in any co-listed properties.

Signed: _____ Date: ____ / ____ / ____

Duplicate form as needed.