

## **EXHIBIT C – CLOSING DELIVERABLES CHECKLIST**

### **SELLER SHALL DELIVER:**

1. Executed Special Warranty Deed in the approved form.
2. Owner's Title Affidavit acceptable to the Title Insurer.
3. FIRPTA Affidavit and W-9.
4. Corporate authority documents, including resolutions, certificate of incumbency, and officer's certificate reaffirming PSA Article VII representations.
5. Evidence of insurance through the Closing Date.
6. Updated Seller Disclosure Schedule (Exhibit E), certified through Closing.
7. Environmental reports in Seller's possession.
8. All existing surveys, plans, engineering, permits, warranties, and records.
9. Payoff or estoppel statements required to remove monetary liens.
10. Municipal Lien and Permit Search (consistent with PSA Section 5.3).
11. Assignment of all transferable plans, permits, development orders, warranties, intellectual property rights, and digital files relating to the Property.
12. Public Records compliance acknowledgment pursuant to Chapter 119, Florida Statutes.
13. Any additional documents reasonably required by the City Attorney or Title Insurer.
14. Seller's Closing Certificate reaffirming that all representations and warranties under Article VII of the PSA remain true as of Closing.

### **CITY SHALL DELIVER:**

1. Purchase Price by wire transfer of immediately available funds.
2. Certified copy of Commission Resolution authorizing the Agreement and appropriation.

3. Required affidavits, if any.
4. Assignments or other transfer documents required by the City.

**CLOSING AGENT SHALL PROVIDE:**

1. Title Insurance Policy (ALTA 2021 Owner's Policy).
2. Title Commitment and copies of all exceptions.
3. Updated Municipal Lien and Permit Search.
4. Current Survey or receipt of same.
5. Fund disbursement confirmations.
6. Recording of the Special Warranty Deed and any curative instruments.
7. Final settlement statement approved by the City Attorney.
8. No disbursement of City funds shall occur prior to written authorization by the City Attorney or designee, as required by the PSA.

**PUBLIC RECORDS NOTICE**

**IF SELLER HAS QUESTIONS ABOUT CHAPTER 119, CONTACT THE CITY CLERK AT (352) 483-5430 OR [cityclerk@eustis.org](mailto:cityclerk@eustis.org).**