**AAR Brings You Standard Forms!**

Below is a list of AAR’s forms accompanied by a short description. A sample of each form can be found by clicking on the name of the form below:

[**Addendum**](http://www.aaronline.com/wp-content/uploads/2013/07/a59.pdf) - used to add additional terms to an existing contract or when there is not sufficient room on a purchase contract to include all the terms being offered.  **(Rev. 06/93)**  
[**Additional Clause Addendum**](https://www.aaronline.com/wp-content/uploads/2017/01/Additional_Clause_Addendum_February_2017-005.pdf)- a compilation of the most commonly used contract clauses. Agents can print out this form, check the box next to the clause that applies and attach it to the purchase contract. **(Rev. 02/17)**  
[**Additional Compensation Agreement**](http://www.aaronline.com/wp-content/uploads/2013/07/additional-compensation-consent1.pdf)- used by an agent to disclose any additional compensation they may receive as a result of a transaction. **(Rev. 05/05)**

[**Affidavit of Disclosure**](http://www.aaronline.com/wp-content/uploads/2012/11/a45.pdf)- pursuant to A.R.S. §33-422, a seller of five or fewer parcels of land, other than subdivided land, in an unincorporated area of a county, and any subsequent seller of such a parcel, shall furnish a written affidavit of disclosure, in substantially the same form set forth in the statute, to the buyer at least seven days before the transfer of the property. **(Rev. 2011)**  
[**Agreement Notice Pursuant to the Short Sale Addendum**](http://www.aaronline.com/wp-content/uploads/2013/07/sample-agreement-notice-to-short-sale-addendum.pdf) **-** for use in conjunction with the AAR Short Sale Addendum. In a short sale transaction utilizing the AAR Short Sale Addendum, the Contract is contingent upon an agreement between the Seller and Seller's creditors to sell the Premises for less thanthe loan amount.If the Seller and Seller's creditors enter into a short sale agreement, the Seller is obligated to immediately deliver a written “Agreement Notice” to the Buyer. **(02/12)**

[**Application for Occupancy**](http://www.aaronline.com/wp-content/uploads/2014/07/SAMPLE_ApplicationForOccupancy.pdf) **-** forhelp in gathering the information necessary to decide whether a prospective tenant meets the occupancy qualifications. **(Rev. 02/13)**

[**Appraisal Contingency Notic**e](https://www.aaronline.com/wp-content/uploads/2017/01/Appraisal_Contingency_Notice_February_2017.pdf) - if used with the Residential Resale Real Estate Purchase contract, this form allows the Buyer the opportunity to continue or not continue with the purchase of a home when the premises fail to appraise for at least the purchase price. **(Rev. 02/17)**

**AS IS Addendum** - Removed from AAR’s form library **(02/17)**  
[Buyer Broker Exclusive Employment Agreement](https://www.aaronline.com/wp-content/uploads/2017/01/Buyer-Broker_Exclusive_Employment_Agreement_February_2017-2.pdf)- an agreement for the buyer and the broker/agent to sign that spells out the type of property the buyer is looking for and the form of compensation, if any, the agent is to receive from the buyer. Establishes an exclusive arrangement between the buyer and the agent, similar to an exclusive listing agreement between a seller and a broker/agent. **(Rev. 02/17)**

[**Buyer Contingency Addendum**](http://www.aaronline.com/wp-content/uploads/2014/01/NEW-FORMS-SAMPLE_Buyer-Contingency-Addendum_1-29-14.pdf) - to be used when the underlying purchase contract is to be contingent upon one of the following two scenarios: (1) the buyer accepting an offer to purchase his or her real property; or (2) the closing of the buyer’s property that is already under contract. **(Rev. 02/14)**

[**Buyer Pre-closing Walkthrough**](https://www.aaronline.com/wp-content/uploads/2017/01/Buyer_Pre-Closing_Walkthrough_February_2017.pdf) **-** the form is intended to encourage buyers to conduct a pre-closing walkthrough of the premises to be purchased and document their findings in a manner easily conveyed to the seller. **(02/17)**

[**Commercial Buyer’s Inspection Notice and Seller’s Response form (BINSR)**](http://www.aaronline.com/wp-content/uploads/2013/07/commercial-binsr.pdf) **-** this new Commercial Buyer’s Inspection Notice and Seller’s Response form is designed for use with the AAR Commercial Purchase Contract. The form evidences that the buyer has completed and verified all desired due diligence and inspections, and the buyer has verified all important information. The form also evidences the buyer’s election to: accept the property in its present condition with no requested corrections or repairs; disapprove of the listed items and immediately cancel the contract; or provide the seller an opportunity to correct the listed disapproved items.  **(02/10)**

[**Commercial Real Estate Purchase Contract**](http://www.aaronline.com/wp-content/uploads/2013/07/commercial-purchase-contract.pdf) – used in commercial/industrial transactions, and includes provisions for financing. **(Rev. 5/03)**  
[**Commercial Seller’s Property Disclosure Statement SPDS**](http://www.aaronline.com/wp-content/uploads/2013/02/Commercial-SPDS-with-Seller-Advisory.pdf) - Similar to the Residential SPDS, designated for use with commercial/industrial sales. **(Rev. 02/08)**

[**Consent to Limited Representation**](http://www.aaronline.com/wp-content/uploads/2013/07/a66.pdf) - is signed by a specific buyer and a specific seller who are in a limited dual representation arrangement with a real estate agent/firm. This form is referenced in the Agency Disclosure and Election form and should not be used unless the property has been identified. **(Rev. 12/02)**  
[**Counter Offer**](https://www.aaronline.com/wp-content/uploads/2017/01/Buyer-Broker_Exclusive_Employment_Agreement_February_2017-2.pdf)  - used to make counter offers to initial purchase offers. **(Rev. 02/17)**

[**Critical Date List**](https://www.aaronline.com/wp-content/uploads/2017/01/CRITICAL_DATE_LIST_Updated_February_2017-1.pdf) **–** this form was developed as a scheduling tool for agents, Buyers and Sellers to track various time frames within a transaction. **This form is available in fillable/print format. (02/17)**

[**Cure Period Notice**](http://www.aaronline.com/wp-content/uploads/2012/11/a69.pdf) - used when a cure notice is required pursuant to the Residential Resale Real Estate Purchase or Vacant Land Purchase contract. **(Rev. 2/09)**

[**Disclosure of Buyer Agency and Seller Waiver and Confirmation**](http://www.aaronline.com/wp-content/uploads/2013/07/a70.pdf)  - designed for a Buyer Broker to present to a Seller who is represented by a limited service company. This disclosure will inform the Seller of the Buyer agent’s role in the transaction.  **(Rev. 08/05)**  
[**Domestic Water Well Addendum**](http://www.aaronline.com/wp-content/uploads/2013/11/SAMPLE_Domestic-Water-Well-Addendum_11-20-13.pdf)  - used to provide notice to the Buyer that the Buyer can expect to receive a Domestic Water Well/Use Addendum SPDS. Essentially, this language replaces language that used to be part of the Residential Purchase Contract. **(Rev. 11/13)**  
  
[**Domestic Water Well/Water Use Addendum Sellers Property Disclosure Statement** **(SPDS)**](http://www.aaronline.com/wp-content/uploads/2013/07/a72.pdf) - used in conjunction with the Seller's Property Disclosure Statement when property is served by a water well. **(Rev. 02/12)**

[**H.O.A. Condominium / Planned Community Addendum**](http://www.aaronline.com/wp-content/uploads/2015/01/AAR_HOA-Revised-Addendum_Sample_30-Jan2015.pdf)  - a disclosure form describing association(s) governing the property, fees payable upon close of escrow, information the buyer should receive, by Arizona law, and the buyer’s offer to negotiate the various fees payable at close of escrow. **(Rev. 02/15)**

Disclosure of Information on [**Lead-Based Paint and Lead-Based Paint Hazards (Sales)**](http://www.aaronline.com/wp-content/uploads/2013/07/lead-paint-disclosure-sale.pdf) - used to meet requirements for lead-based paint disclosure for residential sales.  **(Rev. 02/09)**  
Disclosure of Information on [**Lead-Based Paint and Lead-Based Paint Hazards (Rentals)**](http://www.aaronline.com/wp-content/uploads/2013/07/lead-paint-disclosure-rental.pdf) - used to meet requirements for lead-based paint disclosure for rental properties. **(Rev. 02/09)**

[**Loan Assumption Addendum**](http://www.aaronline.com/wp-content/uploads/2013/12/SAMPLE_Loan-Assumption-Addendum_11-25-2013.pdf) **- used when a Buyer is assuming one or more loans that encumber a property being purchased. (01-14)**   
  
[**Loan Status Update**](https://www.aaronline.com/wp-content/uploads/2017/01/Loan_Status_Update_February_2017.pdf) - used to update all parties to a transaction of the status of the Buyer’s loan application. **This form is available in fillable/print format. (Rev. 02/17)**  
  
[**Market Conditions Advisory**](http://www.aaronline.com/wp-content/uploads/2013/07/a77.pdf) - this form was developed to advise that the price a buyer is willing to pay and the price a seller is willing to accept for a specific property rests solely with the individuals involved in the transaction.**(08/09)**

[**Move-In/Move-Out Condition Checklist**](http://www.aaronline.com/wp-content/uploads/2013/07/sample-movein-moveout-checklist.pdf) **-** to be filled out by the tenant, and serves as notification to the tenant that the form is not a repair request. **(08/12)**

[Multiple Counter Offer](https://www.aaronline.com/wp-content/uploads/2017/01/Multiple_Counter_Offer_February_2017-1.pdf) – used when making counter offers to multiple parties. **(Rev. 02/17)**

[Multiple Offer/Counter Offer](https://www.aaronline.com/wp-content/uploads/2017/01/Multiple_Offer-Counter_Offer_February_2017.pdf) - this form essentially mirrors the *Multiple Counter Offer* form. This form is intended for use by buyers making offers on multiple properties. **(02/17)**

[**Mutual Cancellation of Property Management Agreement**](http://www.aaronline.com/wp-content/uploads/2014/01/NEW-FORMS-Mutual-Cancellation-of-Property-Management-Agreement_1-28-2014.pdf)  **-** to be used to help owners and property managers with a simple solution for navigating the termination of a property management agreement. **(02/14)**

[**Notice of 2 Day Access**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Notice-of-2-Day-Access1.pdf) **-** use this form to provide the tenant with at least two (2) days notice that you/ landlord intend to enter the dwelling unit during reasonable hours to make repairs, conduct inspections, have services completed or exhibit the dwelling unit to prospective purchasers and tenants. **(08/13)**

[**Notice of Abandonment**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Notice-of-Abandonment1.pdf)  **-** used to inform the tenant that the landlord considers the Premises to be abandoned, and provides a specific timeline and actions the landlord may take to regain possession of the Premises. **(08/13)**

[**Notice of Cancellation of Property Management Agreement**](http://www.aaronline.com/wp-content/uploads/2014/01/NEW-FORMS-Notice-of-Cancellation-of-Property-Management-Agreement_1-28-2014.pdf)  - to be used as a simple solution to ensure that the proper notice is given to the Landlord when cancelling a Property Management Agreement. **(02/14)**

[**Notice of Intention to Terminate Lease Agreement Due to Nonpayment of Rent**](http://www.aaronline.com/wp-content/uploads/2013/11/SAMPLE_IntentToTerminateLseAgrmnt_Nonpayment_11-26-2013.pdf) **- this** notice gives the tenant five (5) days to pay the past due rent and applicable fees or the lease will be terminated. **(Rev. 08/13)**

[**Notice of Nonrenewal of Lease Agreement**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Notice-of-Nonrenewal-of-Lease-Agreement.pdf)  **-** use this form to notify tenant(s) that the lease will not be renewed and that the tenant(s) must vacate the Premises upon a specific date. **(08/13)**

[**Notice to Terminate Lease Agreement Due to Material Noncompliance**](http://www.aaronline.com/wp-content/uploads/2014/07/SAMPLE_TerminateLeaseAgreement_MaterialNonCompliance.pdf) **-** this notice give the tenant five (5) days to either remedy the breach or, if the breach is not remedied, serves as a 5-day notice of the termination of the lease. Certified mail constitutes legal delivery of the notice. **(Rev. 01/14)**

[**Notice to Terminate Lease Agreement Due to Material Noncompliance Affecting Health and Safety**](http://www.aaronline.com/wp-content/uploads/2013/11/SAMPLE_TerminateLseAgrmnt_HealthSafety_11-26-2013.pdf)  **-** this notice give the tenant ten (10) days to either cure the breach or, if the breach is not curable, serves as a ten (10) day notice of the termination of the lease. **(Rev.08/13)**

[**Notice to Immediately Terminate Lease Agreement Due to Material and Irreparable Noncompliance**](http://www.aaronline.com/wp-content/uploads/2013/11/SAMPLE_ImmediateTerminateLseAgrmnt_Irreparable_11-26-2013.pdf) **-** notifies the tenant of immediate termination of lease agreement upon receipt of the notice. **(Rev. 08/13)**

[**Notice to Tenant of Management Termination**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Notice-to-Tenant-of-Management-Termination1.pdf) **-** used to provide the tenant with notice that the property management company will no longer be managing the property the tenant is leasing, and provide instructions on where to send future payments, notices and repair requests. **(08/13)**

[**Onsite Wastewater Treatment Facility Addendum**](http://www.aaronline.com/wp-content/uploads/2013/07/a80.pdf) - a disclosure to the Buyer that an Onsite Wastewater Treatment Facility exists on the property and outlines what information and in what time frames the Buyer will receive from the Seller. **(Rev. 10/06)**

[**Pre-Qualification Form**](https://www.aaronline.com/wp-content/uploads/2017/01/Pre-Qualification_Form_February_2017.pdf)  - to be completed by the lender. This form is to be used in conjunction with the AAR Residential Resale Real Estate Purchase Contract or Vacant Land/Lot Purchase Contract (“Contract”) to provide information on the buyer’s ability to qualify for a loan. **This form is available in fillable/print format**.  **(Rev. 02/17)**

[**Property Management Agreement**](http://www.aaronline.com/wp-content/uploads/2013/07/sample-property-management-agreement-form.pdf) - this form should assist property managers in clearly and unambiguously setting forth the rights and obligations of the Broker and the Owner. **(02/16)**

[**Real Estate Agency Disclosure and Election (READE)**](https://www.aaronline.com/wp-content/uploads/2013/01/real-estate-agency-disclosure-and-election.pdf) **-** used by agents with either buyers or sellers. It describes the different types of agency relationships (seller, buyer, limited dual) and offers a section for the seller or buyer to elect which type of relationship they would like to have with that agent. This form is not an employment agreement. For example, an employment agreement with a seller is a listing (which AAR does not have- local associations do); an employment agreement with the buyer could be the AAR Right to (Buyer-Broker Exclusive Employment Agreement). The same form should not be signed by both a buyer and a seller. **(Rev. 02/09)**

[**Referral Fee Agreement**](http://www.aaronline.com/wp-content/uploads/sample-forms/sample_ReferralFeeAgreement.pdf) **–** this form may be used when clients are being outsourced to another real estate agent to purchase, sell or lease property. The originating brokerage sends the client to the receiving brokerage who agrees to compensate the originating brokerage for the client referral. **(10/14)**

[**Request for Loan Information**](http://www.aaronline.com/wp-content/uploads/2012/11/a82.pdf) - used for sellers to obtain necessary information from the lender to share with the buyer when the loan can be assumed by the buyer, and for the seller to determine proceeds from the transaction. **(Rev. 4/91)**

[Residential Buyer’s Inspection Notice and Seller’s Response (BINSR)](https://www.aaronline.com/wp-content/uploads/2017/01/Residential_Buyers_Inspection_Notice_and_Sellers_Response_BINSR_Feb...-1.pdf) - directly addresses the inspection period in the Residential Purchase Contract and provides for the buyer to respond to a home inspection whether it is to request repairs, waive the inspection, or to cancel the contract. This form also provides for the seller to respond to any requests from the buyer. **(Rev. 02/17)**

[**Residential Income Property Addendum to Residential Seller’s Property Disclosure Statement (1-4 Units)**](http://www.aaronline.com/wp-content/uploads/2013/07/a76.pdf) - is an addendum to the Residential Seller’s Property Disclosure Statementto address disclosure issues in a transaction involving 1 to 4 units of income property. **(Rev. 8/07)**

[**Residential Income Property Addendum to AAR Residential Resale Real Estate Purchase Contract (1-4 Units**](http://www.aaronline.com/wp-content/uploads/2013/07/a74.pdf)**) - an** addendum to the contract in a transaction involving 1 to 4 units of income property. The Addendum requires the seller to complete an AAR *Residential Income Property Addendum to the Residential Seller’s Property Disclosure Statement (8/07)* and provide additional information. The Addendum also addressed the transfer of any domain name, signage, as well as rents, deposits, property managers, and registration of rental property with the county assessor. **(Rev. 08/07)**

[**Residential Lease Agreement**](http://www.aaronline.com/wp-content/uploads/2014/01/NEW-FORMS-SAMPLE_Residential-Lease-Agreement_1-28-2014.pdf) - used by tenants and landlords to rent a residential dwelling. **(Rev. 02/14)**

[**Residential Lease Owner’s Property Disclosure Statement**](http://www.aaronline.com/wp-content/uploads/2013/07/sample-residential-lease-owner.pdf)  **-** for owners to complete when offering their home for lease. The use of this form is not a legal requirement. This form provides an opportunity for the owners to disclose information about the condition of the property being offered for lease and should **not** be completed by the Property Manager. **(08/11)**

[**Residential Seller’s Property Disclosure Statement (SPDS**)](https://www.aaronline.com/wp-content/uploads/2017/01/Residential_Seller_Disclosure_Advisory_February_2017.pdf) - for sellers to complete when offering their home for sale. This form provides an opportunity for the sellers to disclose information about the condition of the property being offered for sale and should **not** be completed by the REALTOR®. Although this form is not a legal requirement, the seller is obligated to complete and deliver the form to the buyer within five (5) days after contract acceptance. **(Rev. 02/17)**

[**Residential Resale Real Estate Purchase Contract**](https://www.aaronline.com/wp-content/uploads/2016/11/Residential_Resale_Real_Estate_Purchase_Contract_Form_2-2017-SAMPLE.pdf) **-** used for the sale of residential property. **(Rev. 02/17)**

[**Seller Financing Addendum (Only 1 Residential Property)**](http://www.aaronline.com/wp-content/uploads/2014/02/SAMPLE_Seller-Financing-Addendum-only1_2-24-2014.pdf) - **to be used in a credit transaction - secured by a dwelling when Seller is providing financing for only one(1) residential property in any 12-month period. (Rev. 02/14)**

[**Seller Financing Addendum (3 or fewer Residential Properties )**](http://www.aaronline.com/wp-content/uploads/2014/02/SAMPLE_Seller-Financing-Addendum_3-or-Fewer-Res-Properties_1-27-2014.pdf) **-** to be used in a credit transaction - secured by a dwelling when Seller is providing financing for three (3) or fewer residential properties in any 12-month period. **(Rev. 02-14)**

[**Seller Financing Addendum (Not Secured by a Dwelling)**](http://www.aaronline.com/wp-content/uploads/2014/02/SAMPLE_Seller-Financing-Addendum_Non-Dodd-Frank_2-6-2014.pdf)**–** to be used when sellers are originating financing for raw land, commercial properties and other transactions not secured by a dwelling.  **(Rev. 02/14)**

[**Short Sale Addendum to Listing Contract**](https://www.aaronline.com/wp-content/uploads/2017/01/Short-Sale-Addendum-to-Listing-Contract-1.pdf)- an addendum to the listing agreement which addresses the information a seller should consider before entering into a short sale agreement. **(Rev. 02/17)**

[**Short Sale Addendum to the Residential Resale Real Estate Purchase Contract**](https://www.aaronline.com/wp-content/uploads/2017/01/Short_Sale_Addendum_to_RPC_February_2017-1.pdf) - an addendum to the residential contract for use in a short sale transaction. The Short Sale Addendum provides that the Contract is contingent upon an agreement between the seller and the lender, acceptable to both, to sell the home to the buyer for less than the loan amount. **(Rev. 02/17)**

[**Short Sale Addendum to Commercial Listing Contract**](http://www.aaronline.com/wp-content/uploads/2013/07/commercial-short-sale-addendum-listing.pdf) - an addendum to the listing agreement which addresses the information a seller should consider before entering into a short sale agreement. The seller is advised to explore options other than a short sale. **(02/10)**

[**Short Sale Addendum to the Commercial Purchase Contract**](http://www.aaronline.com/wp-content/uploads/2013/07/sample-short-sale-addendum-commercial-purchase-contract.pdf) - an addendum to the commercial contract for use in a short sale transaction. When the parties execute the Short Sale Addendum to the Commercial Purchase Contract, they are agreeing that the contract will be contingent on an acceptable short sale agreement. **(02/10)**

[**Statement of Disposition of Deposits and Accounting**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Statement-of-Disposition-of-Deposits-and-Accounting.pdf) **- used to provide** an itemized list of any/all security deposit deductions together with the amount due and payable to the tenant. **(08/13)**

[**Unfulfilled Loan Contingency Notice**](https://www.aaronline.com/wp-content/uploads/2017/01/Unfulfilled_Loan_Contingency_Notice_February_2017-1.pdf) **-**a generic form used by a buyer to notify the proper parties of a residential resale real estate contract of an unfulfilled loan contingency. **(Rev. 02/17)**

[**Unrepresented Seller Compensation Consent**](http://www.aaronline.com/wp-content/uploads/2013/07/a85.pdf) **-** an agreement for brokers/agents representing buyers who want to purchase a property from an unrepresented seller and/or when there isn’t a listing. This form provides for compensation for the seller to the buyer’s broker/agent. **(Rev. 02/07)**

[**Vacant Land/Lot Purchase Contract**](http://www.aaronline.com/wp-content/uploads/2014/06/SAMPLE_Vacant-Land-Lot-Purchase-Contract-with-BA.pdf) **-** used for the sale of lots or large acreage. **(Rev. 02/16)**  
[**Vacant Land/Lot Seller’s Property Disclosure Statement**](http://www.aaronline.com/wp-content/uploads/2013/07/a113.pdf) **(SPDS)** - similar to the Residential SPDS, designed for use with land sales. **(Rev. 02/08)**

[**Vacant Land/Lot Buyer’s Due Diligence Notice and Seller’s Response**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Vacant-Land-Lot_BDDNSR_02-2013.pdf) **-** used to directly address the inspection period in the Vacant Land/Lot Purchase Contract. This form is used by the buyer to respond to an inspection, to request repairs, waive the inspection, or to cancel the contract. The form also provides for the seller to respond to any requests from the buyer. **(Rev. 02/13)**

[**Vacant Land/Lot Purchase Contract Addendum Regarding Subdivided or Unsubdivided Land**](http://www.aaronline.com/wp-content/uploads/2013/07/SAMPLE_Vacant-Land-Lot-PC-Addendum_Sub-UnSub_12-16-11-2.pdf) - used when certain types of land parcels are being sold. **(Rev. 8/07)**

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