TURNKEY ESTATE SERVICES · CLOSING STATEMENT

Sample closing statement

SAMPLE

Every sale, every fee and every receipt, in one place.

Turnkey ESTATE SERVICES
South Carolina Estate Transitions, Start to Finish

PERSONAL REPRESENTATIVE
John Sample, Columbus, OH

PROPERTY
123 Example Lane, Lexington, SC 29072

PROBATE CASE
Lexington County, 2026-ES-32-0000

JOB
TK-2026-004

AGREEMENT SIGNED
February 22, 2026

PACKAGE
Turnkey Package, 2,500 sq ft, typical

HOME CLOSED
May 21, 2026

STATEMENT DATE
May 28, 2026

You'll see every sale, every fee and every receipt. This sample shows the format; amounts are hidden because every estate is different. Your actual numbers come in your written proposal.

1 · KEEPSAKES AND VALUABLES

What came back to the family

Keepsakes shipped to John Sample, Columbus, OH	5 boxes, Feb 26
Original papers: deed, insurance policies, tax returns, bank statements	To estate attorney, Feb 25
Items logged on the signed custody log	23

The search was done by two people. Shipping tracking and the custody log are attached.

2 · DONATED AND REMOVED

Where the rest went

Furniture donated to [Donation partner]	9 pieces
Household goods donated	26 boxes
Clothing and linens donated	14 bags
Dumpster loads, included	1.5
Paint and chemicals, safe drop-off	1 trip, included

Donation receipts are attached and list items only. Values for tax purposes are for the estate and its CPA.

3 · HOUSE CARE

While the house was in our care

Service	Detail	Count
Locks changed and keys accounted for	All known keys collected; new keys to the agent at listing	Feb 24
Pre-sale assessment	Condition report with photos and video. Included, no charge	Mar 27
House checks with photos	Every two weeks, March 24 to May 19	5
Lawn cuts	Every two weeks in season	5
Emergencies handled	Leaking supply line, approved by text and repaired the same day	1

4 · OUR PROMISES

Dates promised and dates met

Milestone	Promised	Done	Status
Written plan and price after Family Day (Feb 20, by video)	Feb 22	Feb 21	Met
House secured and locks changed	Feb 26	Feb 24	Met
Keepsakes shipped (within 7 days of Family Day)	Feb 27	Feb 26	Met
Estate sale held	Mar 13	Mar 12–13	Met
Sale proceeds paid to the estate (within 10 days)	Mar 23	Mar 22	Met
House ready to list (target: 45 days from start)	Apr 8	Mar 26	32 days
Closing statement (within 10 days of closing)	May 31	May 28	Met
Missed-date credits owed to the estate ($250 each)			**$0**

5 · THE MONEY

How the sale proceeds were applied

Line	Detail	Amount
Contents sales	Sale proceeds received, held in our separate client-funds account	$X,XXX
Less: commission	Our commission on contents sold, as signed. Covers sorting, pricing, the sale, and platform and card fees	-$X,XXX
Less: Turnkey Package fee	Locked at signing; no add-ons	-$X,XXX
Paid to the estate account, March 22, 2026 (within 10 days of the sale)		**$X,XXX**

Fees were fully covered by the contents sale, so nothing was deferred to closing and nothing was collected from the home sale.

6 · SALES DETAIL

What sold, and where

Category	Where it sold	Items	Amount
Furniture and household	Estate sale at the house, March 12–13	214	$X,XXX
Tools, garage and yard	Estate sale at the house, March 12–13	63	$X,XXX
Jewelry	Specialist jeweler	7	$X,XXX
Art and collectibles	Consignment partner	5	$X,XXX
Mid-century dresser	Online listing	1	$X,XXX
Total contents sold		**290**	**$X,XXX**

The item-by-item sales ledger is attached.

7 · PAID AT COST

Costs paid by the estate, with receipts

Date	Item	Approved	Amount
Apr 18	Emergency repair: leaking supply line under kitchen sink	By text, Apr 18	$X,XXX
Invoiced to the estate at cost and paid April 30, 2026			**$X,XXX**

Billed at our cost with the original invoices attached. No markup.

8 · THE HOME SALE

For your records

The house was listed on April 2 and closed on May 21, 2026, through the closing attorney. The home sale proceeds were paid by the closing attorney directly to the estate and are not part of this statement.

ATTACHED

Your records

- Item-by-item sales ledger
- Repair invoice
- Donation receipts
- Custody log and shipping tracking
- House-check photo log

QUESTIONS

We're here after closing too

Call or text Fulton at (803) 525-1108, or email fulton@turnkeyestatesc.com. We keep your records for at least 12 months after closing.

Prepared by Fulton Bryant, Turnkey Estate Services LLC · Date

Received by the personal representative · Date

SAMPLE. Illustrative only. This statement is not a tax document; consult the estate's CPA. Names, figures and dates are illustrative; each statement follows that estate's signed agreement. Turnkey Estate Services LLC, Lexington, SC 29072.