

1031 EXCHANGE CHECKLIST

- 1** Choose your 1031 Qualified Intermediary (QI)
- 2** Consult with your tax professionals
- 3** Include Cooperation Clause language in your purchase and sale agreement
- 5** QI prepares your exchange documents
- 5** Start searching for Replacement Property
- 6** Sign all documents QI prepares
- 7** Sell your Relinquished Property
- 8** Identify your Replacement Property
(Note: must be completed within 45 days of closing on relinquished property)
- 9** Enter into contract on Replacement Property
- 10** Contact QI once Replacement Property escrow is opened
- 11** Close on Replacement Property
(Note: must be completed within 180 days of closing on relinquished property)
- 12** QI transfers funds to complete your purchase
- 13** Your exchange is complete
- 14** Source IPX1031



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