

## The Right Form to Use – By Form Code

C.A.R. publishes eight purchase agreements and several addenda for specialty situations. The following provides guidance to help a REALTOR® decide which form, or combination of forms, should be used.

RPA	Sale of single-family residence, including condominium units, and residential properties improved with two to four units, whether owner-occupied or tenant occupied at time of offer.
RIPA	Sale of single-family and multi-family residential property used or intended to be used for income purposes.
CPA	Sale of non-residential property.
VLPA	Sale of land without material improvements, such as an urban lot or agricultural property. Sheds, minimal storage facilities, or covered resting areas would not change use of form.
NODPA	Same as RPA but used when seller is occupant in foreclosure and buyer is an investor.
RPA + MH-PA	Sale of mobile/manufactured home, whether on leased or rented land or in a park. Can also be used if mobile/manufactured home already converted to real property.
RPA/RIPA/CPA/VLPA + PA-PA	Sale of property as above if seller is a decedent's estate, conservatorship, guardianship, or receivership.
RPA + TOPA	Sale of property as above if at least one of the units is currently tenant occupied, whether tenant will stay or leave. May use RIPA instead without the TOPA. See above.
RPA/RIPA + MU-PA	Sale of property as above if the improvement also has commercial use, such as retail or grocery on first floor and residential units on upper floors.
RPA + COOP-PA	Sale of property as above if ownership held in a stock cooperative. Also includes an advisory providing basic explanation of a stock cooperative, COOP-OA.
RPA + TIC-PA	Sale of property as above if ownership held as a tenancy-in-common. Also includes advisory providing basic explanation of this ownership type, TIC-OA, and a form, TIC-FD, to be used by management to disclose financial status of tenancy-in-common.
RPA/RIPA/CPA/VLPA + CCA	Sale of property as above that is being sold under court authority such as pursuant to a bankruptcy, marital dissolution, or business or partnership dissolution.
RPA/RIPA + AGAD	Sale of property as above if agricultural use also present.
<b>New Construction</b>	
NCPA	Sale of land with residential 1-4 improvement that is <b>not yet built</b> at time of contract but <b>will be completed</b> prior to close of escrow. Can be used for property subject to a public report (new subdivision) or single lot from a spec. or custom builder.
ABSPA	First sale of completed new construction residential property that is <b>subject to a public report</b> .
RPA + CNC-PA	First sale of completed new construction property as above <b>NOT subject</b> to a public report. If property built for resale and not as an owner builder for own use.
CCSPA	First sale of improved residential property that was previous used for other purposes, such as an apartment building, and for which the units were converted to condominiums.