The disclosure prep sheet

Each document **and the question that asks for it**

Fill in the state's form; this sheet gets the paper ready.

The real form: DOS-1614-f (Rev. 02/25), NY Department of State, dos.ny.gov/property-condition-disclosure-statement-eff-7125

Document	Question	What the form asks	Have it
Certificates of occupancy	9	Are there certificates of occupancy related to the property? If no, explain.	☐
Flood insurance policy	15	Is there flood insurance on the property? If yes, attach a copy of the policy.	☐
Elevation certificate	16	Is there a FEMA elevation certificate available for the property? If yes, attach a copy of the certificate.	☐
Radon test report	24	Has a radon test been done? If yes, attach a copy of the report.	☐
Mold test report	27	Has the property been tested for indoor mold? If yes, attach a copy of the report.	☐
Water test report	35	Has the water quality and/or flow rate been tested? If yes, describe.	☐
Septic age and pump-out dates	36	If septic or cesspool, age? Date last pumped? Frequency of pumping?	☐

Also gather, with no question number in the guide: warranties, repair invoices and your own purchase inspection report.

List every known issue, past repair and improvement

Call (914) 875-2424 or Book a Consultation

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Written with an AI assistant and checked by Levan.

Source: the question numbers and the form's words from DOS-1614-f (Rev. 02/25), NY Department of State, read October 31, 2026. General information, not legal advice. I am a licensed real estate salesperson, not an attorney.

Ten questions to answer with care

Ten answers **and where each one comes from**

The form's own words, with its question number. When you do not know, the answer is Unkn.

Question	What the form asks	Where the answer comes from
3	What is the age of the structure or structures?	Your closing file or the town building department. Built before 1978? The federal lead paint rules apply as well.
11	Is any or all of the property located wholly or partially in the Special Flood Hazard Area (SFHA; 100-year floodplain) according to the Federal Emergency Management Agency's (FEMA's) current flood insurance rate maps for your area?	FEMA's current flood insurance rate maps, which the form itself points to, and your insurer.
13	Is the property subject to any requirement under federal law to obtain and maintain flood insurance on the property?	Your mortgage papers and your insurer. The form's note: homes in the high risk zone with a mortgage from a federally regulated or insured lender must carry it.
14	Have you ever received assistance, or are you aware of any previous owners receiving assistance, from the Federal Emergency Management Agency (FEMA), the U.S. Small Business Administration (SBA), or any other federal disaster flood assistance for flood damage to the property?	Your own records for your years, your closing file for the owners before you. Not known? Unkn.
17	Have you ever filed a claim for flood damage to the property with any insurance provider, including the National Flood Insurance Program (NFIP)?	Your insurer: ask for the claim history on the policy.
21	Are there or have there ever been fuel storage tanks above or below the ground on the property? ... Are they leaking or have they ever leaked?	Your own memory, your closing file and your own purchase inspection report. The form also asks if they are in use, and where.
32	What is the type of roof/roof covering (slate, asphalt, other)? Any known material defects? How old is the roof? Is there a transferable warranty on the roof in effect now?	The roofer's invoice and warranty, in your repair invoices.
36	What is the type of sewage system? ... If septic or cesspool, age? Date last pumped? Frequency of pumping? Any known material defects?	Your septic contractor's pump-out receipts. The Rev. 02/25 form adds a septic information paragraph here.
37	Who is your electric service provider? What is the amperage? Does it have circuit breakers or fuses? Private or public poles? Any known material defects?	The provider is on your electric bill; the amperage, breakers or fuses at your electrical panel. Unsure? Unkn.
39	Has the structure(s) experienced any water penetration or damage due to seepage or a natural flood event, such as from heavy rainfall, coastal storm surge, tidal inundation or river overflow?	Your own memory of every spring and every storm, and your repair invoices. Painting over the marks does not change the answer.

Answer Yes, No, Unkn or NA from what you actually know, and complete the form yourself.

Check the revision line at the foot of every page: it must read DOS-1614-f (Rev. 02/25).

Deliver it before the buyer signs the contract, after you review it with your attorney.

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