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**Seller’s Information:**

**Property Address:** Your Full Name for closing documents Marital Status: \_\_\_\_\_\_\_\_\_ single \_\_\_\_\_\_\_\_ married

Current Mailing address: Phone Number:

Email Address:

Social Security #

D.O.B.

**IF MARRIED, PLEASE PROVIDE SPOUSE’S NAME:**  Phone Number:

Email address:

Social Security #

D.O.B.

Lender Name, Loan Number and contact info:

Is there a second loan or line of credit? \_\_\_\_\_\_\_\_ if so, please provide the statement.

Is your water bill current? \_\_\_\_\_\_\_\_\_\_ if not, please provide bill.

Is your HOA current? \_\_\_\_\_\_\_\_\_\_ if not, please provide ledger or bill.

Contact information for the association: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there any liens against the property that you are aware of? \_\_\_\_\_\_\_\_\_\_ if so, please call our office to discuss it.

Will seller and/or spouse be present at closing? \_\_\_\_\_\_ YES \_\_\_\_\_\_ NO

**If not, please contact the processor/closer to coordinate the signing of documents before closing is scheduled. Warranty Deed must be signed & returned before the closing is confirmed.**

Contact information to Real Estate office (name, address, phone) and transaction fee if any: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**NOTE: If there is any information that would prevent the closing of said property, please contact us to have all matters addressed prior to closing**

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