

**BUYER INFORMATION**

**PLEASE PROVIDE THE FOLLOWING INFORMATION**

BUYERS NAME (S)

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HOME PHONE NUMBER

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WORK PHONE NUMBER

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CELL PHONE NUMBER

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REALTOR NAME (S)

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WORK PHONE NUMBER

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CELL PHONE NUMBER

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WILL ALL BUYERS ATTEND CLOSING: YES  
NO

IF NO, WILL WE NEED TO PREPARE A POWER OF ATTORNEY FOR THE ABSENT PARTY? YES  
NO

MARITAL STATUS OF BUYER(S): MARRIED  
SINGLE  
SEPARATED  
DIVORCED

IS THERE A MOBILE HOME LOCATED ON THE PROPERTY: YES  
NO

SELLER NAME:

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**NEW LOAN INFORMATION**

LOAN WITH: \_\_\_\_\_  
CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

**BILLS AND INSPECTIONS**

REMEMBER, IF THE INSPECTION REVEALS PRIOR OR CURRENT INFESTATION OR ANY OTHER PROBLEMS THE LENDER MAY REQUIRE FOLLOW UP. IT IS A GOOD IDEA TO SEND A COPY OF THE LETTER TO THE LENDER AT THE SAME TIME IT IS SENT TO US.

TERMITE INSPECTION BY: \_\_\_\_\_ COST \$ \_\_\_\_\_

**PLEASE FAX US A COPY OF THE TERMITE INSPECTION WHEN AVAILABLE**  
MECHANICAL/STRUCTURAL INSPECTION BY: \_\_\_\_\_ COST \$ \_\_\_\_\_

SEPTIC TANK/WATER WELL INSPECTIONS BY: \_\_\_\_\_ COST \$ \_\_\_\_\_

**HOMEOWNER'S INSURANCE INFORMATION**

INSURANCE AGENCY: \_\_\_\_\_

AGENT'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

**IF A SURVEY IS NEEDED,  
PLEASE CONTACT OUR OFFICE IMMEDIATELY!**

THE TITLE COMPANY WILL NORMALLY GIVE AFFIRMATIVE COVERAGE TO THE LENDER,  
BUT NOT THE BUYER WITHOUT A SURVEY!

**PLEASE FEEL FREE TO CONTACT US IF YOU HAVE ANY QUESTIONS.**

**THANK YOU FOR YOUR ASSISTANCE.**  
E-MAILED INQUIRIES RECEIVE FASTER RESPONSES.