

SELLER INFORMATION SHEET

Please provide the following information as soon as possible to ensure a timely closing.

Full Legal Name of ALL Sellers _____

Marital Status: ☐ Married ☐ Single Spouse's Name _____

Phone Number _____

Email Addresses _____

Forwarding Address _____

SSN _____ Spouse SSN _____

Will the seller(s) be attending closing ☐ YES ☐ NO If No, would your client prefer to
sign electronically or with a physical Notary _____

Current Mortgage Holder _____

Phone Number _____ Loan No. _____

Please see attached authorization form to be signed and filled out by the seller

How does the seller want their proceeds ☐ Check ☐ Wire Transfer

Is the property a condo or in an HOA ☐ Condo ☐ HOA ☐ Neither

If condo or HOA, who is the management co. _____

Phone No. _____ Email _____

What is the projected closing date: _____

Final Sales Price: _____

Will a POA be needed ☐ YES ☐ NO

Seller paid closing costs ☐ YES ☐ NO If yes, what is the amount _____

Home Warranty ☐ YES ☐ NO If yes, who is the company _____

Please provide a copy of the home warranty invoice

Agent Name _____

Agent License No. _____ Agent NMLS No. _____

Firm/Broker _____

Broker License No. _____ Broker NMLS No. _____

Phone No. _____ Email _____

Brokerage Fee _____

Earnest Money _____ Commission Split _____

Additional Information you feel we would need to know

Please note per Ohio law all funds are required to be “good funds” therefore we require all funds to be in the form of a wire transfer.

PLEASE RETURN THIS DOCUMENT TO dana@title1st.com

AUTHORIZATION FOR RELEASE OF INFORMATION

I hearby authorize you to release any and all information pertaining to me, documentary or otherwise, to Title 1st, LLC. This authorization shall supersede and countermand any prior request or authorization to the contrary. A copy of this release shall be considered effective and valid as the original.

This release shall hereby be limited to the following information: (if none, then there are not limitations)

Date: _____

Name _____ SSN _____

Signature _____

Property Address _____

Current Lender _____

Phone Number _____ Loan Number _____

Name _____ SSN _____

Signature _____

Property Address _____

Current Lender _____

Phone Number _____ Loan Number _____