

PLEASE FAX
 Please complete and fax to:
 No cover letter necessary

Seller Payoff Information

Escrow No.

Please Complete and Return Immediately

Please verify FULL address of property being sold:

Street Address _____ City _____ State _____ Zip Code _____

Do you currently have a mortgage?

1st Mortgage () Contract () No loans/Free & Clear ()

Payments made to: _____

Account #: _____

Phone #: _____

Next payment due: _____

Are your Property Taxes included in your monthly payment?

_____ Yes _____ No

Do you have any additional liens against your property?

Payments made to: _____

Account #: _____

Do you pay Home Owners Association Dues?

Assoc. name: _____

Address: _____

Management co.: _____

Treasurer name: _____

Phone #: _____

Dues: () Monthly () Yearly () _____

Amount: \$ _____ Next Payment Due: _____

Please provide the names of your Utility companies:

Water: _____

Phone #: _____

Sewer: _____

Phone #: _____

Do you currently have a 2nd Mortgage/LOC?

2nd Mortgage () Equity Credit Line ()

Payments made to: _____

Account #: _____

Phone #: _____

Next payment due: _____

Please be advised that your lender may FREEZE your account!

Phone #: _____

Next payment due: _____

Tell us about your leased equipment:

Water Heater () Conv Burner () Other ()

Payments made to: _____

Account #: _____

Phone #: _____

Is a Mobile Home located on this property?
YES / NO (circle one)

If YES, who holds the Title: _____

VIN / TPO #: _____

Please return a copy of your title, or please call us.

Electricity: _____

Phone #: _____

Other : _____

Phone #: _____

Are you participating in a 1031 Tax Deferred Exchange? Yes _____ NO _____ Name of Facilitator: _____

*additional cost for this service, please contact our office

Contact Name: _____ Phone: _____ Fax: _____

****Oil Tank /Propane readings MUST be provided to Escrow five (5) business days prior to the closing date****

****Oil/Propane readings not received 5 business days prior to closing, will be handled outside of escrow.****

_____ YES, will provide a written tank reading _____ NO, Oil/Propane tank is not located on property

_____ Property is a Single Family Residence _____ Property is Investment / Rental Property. Schedule Of Rents & Deposits to be provided immediately to Escrow

I / We hereby give consent for release to Escrow Professionals any and all payoff figures regarding encumbrances against the above referenced property and to discuss my account verbally or otherwise as necessary to obtain the payoff information and release required to process this transaction.

x _____
 Seller Signature

 Print Name

 Social Security #

_____ Home # _____ Cell #

_____ Work # _____ E-mail

x _____
 Seller Signature

 Print Name

 Social Security #

_____ Home # _____ Cell #

_____ Work # _____ E-mail

Please verify your forwarding address: () Unknown, will provide at closing

Street Address _____ City _____ State _____ Zip Code _____