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DATE: \_\_\_\_\_

BUYER NAME(S): \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

Closing Date: \_\_\_\_\_ Time: \_\_\_\_\_

Buyers email address (if none, fax #) \_\_\_\_\_

Commission: \_\_\_\_\_% Listing Agent: \_\_\_\_\_% Selling Agent \_\_\_\_\_%

Borrower's Lender: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Homeowner's Insurance Co.: \_\_\_\_\_

Agent: \_\_\_\_\_ Phone: \_\_\_\_\_ Prem \$ \_\_\_\_\_

Marital status of the Buyer?:  Single  Married  Divorced  Widow/er

Is this a Primary Residence? If not, please provide mailing address after closing:

Street/PO Box: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Will all parties be attending the Closing?  YES  NO

DOES THE BUYER WANT A SURVEY  YES  NO

***We recommend a survey on all purchase closings.***

Inspections to be shown on Settlement Statement:

To: \_\_\_\_\_ Fee: \_\_\_\_\_

To: \_\_\_\_\_ Fee: \_\_\_\_\_

To: \_\_\_\_\_ Fee: \_\_\_\_\_

Homebuyer's Warranty : \_\_\_\_\_ Fee: \_\_\_\_\_

Termite Inspection \_\_\_\_\_ Fee: \_\_\_\_\_

Please note: If past or present termite infestation exists, please advise our office or the lender as soon as possible so that we may ascertain whether the lender will require a structural report.

**PLEASE REMIND your client we will need a driver's license or other government-issued photo ID when documents are signed.**