

Seller(s):
Property Address:
Our File Number:

Seller's Contact Information:

Seller No. 1: _____ Seller No. 2: _____
Home: _____
Work: _____
Cell: _____
Email: _____

Social Security Numbers:

Current Mortgage(s):

Lender No. 1: _____
Address: _____
Phone: _____
Loan #: _____
Lender No. 2: _____
Address: _____
Phone: _____
Loan #: _____

If more Lenders, please provide info on back of page

Ground Rent (if any):

(___) Escrowed with mortgage payment (___) Paid directly
Ground Rent Holder Information:

Name: _____
Address: _____
Phone: _____

Homeowner Association/Condo Association (if any):

Management Co.: _____
Phone: _____

Well? Yes No **Septic?** Yes No

Water/Sewer Company:

Name: _____
Address: _____
Phone: _____
Account No.: _____

Balance Due on Special Assessments: \$
Is a **Power of Attorney** needed? (1 or more sellers will not be at settlement) Yes No
Person Granting Power: _____
Person Holding Power: _____

Have you provided TitleMax, LLC with a copy of the power of attorney? Yes No
Original Power of Attorney MUST be given to TitleMax, LLC before settlement

Commission Due Listing Agent: _____%
Company: _____
Agent: _____
License No.: _____ NMLS ID No.: _____
Amount: \$ _____ Admin Fee: \$ _____

Commission Due Selling Agent: _____%
Company: _____
Agent: _____
License No.: _____ NMLS ID No.: _____
Amount: \$ _____ Admin Fee: \$ _____

Estate Sale or Surviving Co-Tenant? Yes No
Deceased Party: _____
Date of Death: _____
Personal Representative: _____
Jurisdiction Where Estate is Filed: _____
Tax ID No. of Estate: _____

Copies of the will, death certificate, and letters of administration must be provided prior to settlement

Corporation, LLC, or Partnership Yes No
Who Signs the Deed? _____
Will he/she/they attend closing? Yes No

Please provide copies of Bylaws, Operating Agreements, Partnership Agreement and Resolution authorizing execution of the Deed and Settlement Documents

Any Special Circumstances:

Bankruptcy No Yes Case No.: _____
Chapter 7 11 13
Foreclosure No Yes Case No.: _____
Foreclosing Attorney's Name: _____
Foreclosing Attorney's Phone: _____
1031 Exchange No Yes
Need copy of Exchange Agreement
Qualified Intermediary: _____
If Maryland Non-Resident – Have you applied for a **Certificate of Exemption?** No Yes

United States Citizen? No Yes
Closing Cost Credits: _____
Pre/Post Occupancy? No Yes Term: _____
FOR SALES OF PROPERTIES IN MARYLAND
Do all sellers have a Maryland Driver's License or Identification Card? No Yes
Home Warranty: _____
Other: _____

Forwarding Address of Seller: _____

Seller's Current Address if Different Than Above: _____