

## SELLER INFORMATION FORM

Please provide the following information so that we can better process your file and comply with stringent lender timelines:

### Contact Info:

Daytime Phone #: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Preferred method of contact: \_\_\_\_\_

### Payoff Lender:

Name of Lender #1: \_\_\_\_\_

Loan Number: \_\_\_\_\_

Customer Service Phone Number: \_\_\_\_\_

Name of Lender #2: \_\_\_\_\_

Loan Number: \_\_\_\_\_

Customer Service Phone Number: \_\_\_\_\_

YES / NO Are you a Citizen of the United States of America?

If you are not a United States Citizen but you have a United States tax identification number, please write it in the following space: \_\_\_\_\_

YES / NO Will an agent be signing for any Seller under a Power of Attorney?

Name of Seller: \_\_\_\_\_

Name of Agent: \_\_\_\_\_

YES / NO Will any Seller(s) be closing by mail?

**Marital Status**

\_\_\_ Married as of \_\_\_\_\_ (date) to \_\_\_\_\_.

\_\_\_ Single

\_\_\_ Divorced as of \_\_\_\_\_ (date). The decree was filed in \_\_\_\_\_ County.

\_\_\_ Widowed as of \_\_\_\_\_ (date). The death certificate was filed in \_\_\_\_\_ County.

**Property Information (Circle One)**

YES / NO Is property Homestead or Investment?

YES / NO If Homestead, have you owned the property for 2 years or more

YES / NO Does transfer involve title transfer of a manufactured home?

YES / NO Is property owned by a trust?

If so, please provide a certification of trust or other trust documents for review.

YES / NO Is property owned by an entity, such as an LLC or partnership?

If so, please provide the entity documents for review.

YES / NO Is there an HOA on the property? Name: \_\_\_\_\_  
\_\_\_\_\_

YES / NO Is there an existing survey? If so, please provide it to us.

**NOTE:** Invoices and disbursement authorizations **must be provided to us no later than 15 days prior to closing**. Under the new CFPB guidelines, failure to timely provide such documentation could seriously delay closing.