



Lets Get Started

(All information is for our office use and company's affiliated with your closing.)

PROPERTY INFORMATION

Please fill in the following information:

PROPERTY ADDRESS: _____

Name: _____ **SS#** _____

Name: _____ **SS#** _____

Home Phone: _____ **Home Fax:** _____

Work: _____ **Work#2:** _____

Cell: _____ **Cell #2:** _____

Email: _____ **Email#2:** _____

Builder: _____ **Floor Plan:** _____

Please fill in your utilities and monthly cost Please specify if you are on a budget.

Electric Provider: _____	Cost _____	Gas Provider: _____	Cost _____
Trash Provider _____	Cost _____	Water Provider: _____	Cost _____
Cable Provider: _____	Cost _____	Phone Provider: _____	

HOA/CONDO Fees: _____ Annual Monthly Mandatory Voluntary

Home Improvements: (within the past year):

Home Repairs: (within the 5 past years):

School District: _____

Elementary _____ Middle _____ High _____

Current Mortgage holder: _____ **account#** _____

Second Mortgage holder: _____ **account#** _____

Are Payments Current? Yes _____ No _____

Have any Foreclosure Proceedings been filed against you? Yes _____ No _____

LISTING CHECKLIST

Copy of back Title _____ Deed Restrictions _____ Floor Plan _____ Survey _____

Association Newsletter & contact person _____ Spare Key for Lock box _____