

Martin A. Wilson

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SELLER INFORMATION REQUEST

Property Address: _____

This office will be the closing agent on the above referenced property. In order to complete the transaction, we need the following information returned to us as quickly as possible in order to avoid delay of the closing. Please return via SECURE email (loanpackages@martinwilsonlaw.com) or fax (478-471-7884) as soon as possible as many lenders have a 3-7 day response time for payoff requests. Thank you for your cooperation.

Seller Info: Complete for each Seller (including Corporate/LLC/Trust/Estate Sellers)

1) Name(s) Shown On Title _____

Social Security Number/EIN: _____

Attending Closing? YES / NO

Contact #: Cell: _____ Home _____ Work _____

Email Address: _____

Forwarding Address: _____

2) Name(s) Shown On Title _____

Social Security Number/EIN: _____

Attending Closing? YES / NO

Contact #: Cell: _____ Home _____ Work _____

Email Address: _____

Forwarding Address: _____

Please notify us immediately if ANY of the following apply to ANY Sellers:

- Planning to use a Power of Attorney for the transaction
- Any Seller's Name has changed since acquiring the property from a marriage, etc.
- Any Seller has died since acquiring the property and his/her estate has not been finalized
- Currently in bankruptcy or foreclosure
- Currently involved in a lawsuit, including divorce proceedings

Is Seller a Corporation/LLC?

Who is Signing for Seller? _____ Title: _____

Corp/LLC EIN/Tax ID: _____

MUST provide copy of signed Shareholders' Agr. (Corp.)/Operating Agr. (LLC)

Is Seller an Estate?

Who is signing for Estate? _____ Title: _____

Estate EIN/Tax ID: _____

MUST provide copy of Probate documents.

Is Seller a Trust?

Who is signing for Trust? _____ Title: _____

Trust EIN/Tax ID: _____

MUST provide copy of signed Trust Agreement.

Lender Information:

First Mortgage Holder/Servicer: _____

Loan Number: _____

Telephone Number: _____

Second Mortgage Holder/Servicer: _____

Loan Number: _____

Telephone Number: _____

Is there a mobile home on the property? *Yes / No*

Is there a Homeowners'/Condo Association* *Yes / No

Is membership in the Association Mandatory _____ or Voluntary _____?

Name of Association _____

Telephone: _____

Contact Person: _____

Email address for contact: _____

Annual Dues: \$ _____ Due On: _____

Current Dues: Paid through ____ / ____ / ____; Amount Owed: _____

Transfer Fee due upon sale: _____

Special Assessments currently due: _____

Termite Inspection Information: (if applicable)

Name of Termite Company: _____

Transferable Warranty: YES / NO

Authorization:

The undersigned hereby authorize the Law Office of Martin A. Wilson and its employees to obtain payoff information on any liens regarding my sale of the property referenced hereinabove including signing on my behalf a request to my lender for a written loan payoff statement.

In the event you have any equity line loan against the property being sold, the undersigned sellers agree that upon signing below, sellers agree to the freezing of this equity line loan and agree to discontinue any use of this equity line. Undersigned hereby direct the following to any equity line lienholder:

*Please be advised that this letter authorizes you to freeze the referenced credit line upon issuance of your payoff statement demand. If you require further authorization, please contact the undersigned immediately. **Payment pursuant to your payoff statement (demand) will eliminate any security interest you have in the property in question.** In order to avoid unsecured additional advances the account must be frozen upon issuance of your payoff demand. If you make any additional advances they will not be secured by the subject property. We will be completing an escrow/closing transaction involving a new owner or lender in reliance on the release of your security interest in the property. Upon payment you will be obligated to issue a release of the deed to secure debt securing the line of credit.*

EACH SELLER MUST SIGN:

Dated this _____ day of _____, 20_____

Seller Signature

Seller Signature

Print Name

Print Name