

LISTING AGENT:

E-MAIL:

PHONE:

Brokerage License #

FAX:

CELL:

Agent License #

PRE-CLOSING INFORMATION FOR THE SELLER

Seller(s):
Property Address:
Our File Number:
Contract Purchase Price:

SELLER INFO:

Social Security Numbers: _____
MARITAL STATUS: Single _____ Married _____ Divorced _____ Widowed _____
CONTACT NO.'S Home _____ Work _____ Cell _____
Will seller be attending closing? NO ___ YES ___ If no, where will docs need to be sent?

REALTOR COMMISSION: _____ %
Listing Agent \$ _____ % Selling Agent \$ _____ %
Earnest Money \$ _____ Held By: LA _____ SA _____ Deduct from Commission: Yes ___ No ___
Refund to Buyer at closing: Yes ___ No ___ Compliance Fee/Additional Commission \$ _____
Referral Fee \$ _____

MISC. REPAIRS OR INSPECTIONS:

Whole House Inspection
Paid By: Buyer/Seller (please circle) Collect \$ _____ Make check payable to: _____

TERMITE INSPECTION

Paid by: Buyer/Seller (please circle one) Collect \$ _____ Make check payable to: _____

HOME WARRANTY

Paid by: Buyer/Seller (please circle one) Collect \$ _____ Make check payable to: _____

HOMEOWNERS/CONDO ASSOCIATION PHONE NUMBER/CONTACT (if applicable)

Association: _____ Phone # _____ Collect:\$ _____

Mortgages/Liens to be paid off

Lender: _____ Acct No: _____ Phone No: _____

Lender: _____ Acct No: _____ Phone No: _____

Additional Information/Notes

CONSENT/WAIVER BY CUSTOMER

The undersigned hereby acknowledges receipt of written Privacy Policy of Performance Title, Inc.

The undersigned has consented to and authorized use of my/our personal information which may include, but shall not be limited to, social security numbers, driver’s license numbers, mortgage loan account numbers, and written authorization forms to outside entities for any and all purposed related to the purchase, refinance, sale, closing, issuance of insurance and/or settlement pertaining to the above referenced property. This may include, but shall not be limited to the following:

1. Providing my/our realtor, attorney, mortgage loan office, and/or any County official where the property is located with a copy of the HUD-1 Settlement Statement, Closing Disclosure and/or payoff statement (s) ;
2. Providing related third parties with a copy of the purchase contract and addenda;
3. Providing my/our social security number (s) and or account number (s) to a related third party for the purpose of obtaining a payoff statement on a mortgage which a lien on my real estate or judgment which is or appears that it could be a lien on the title of my real estate;
4. Providing my/our social security number(s) and or account number(s) to a related third party for the purpose of obtaining a payoff statement on an account which may not be a lien on my real estate but must be paid off in order to comply with the lender’s written closing instructions;
5. Providing a copy of the appraisal on my real estate or my mortgage loan application to a related third party for the purpose of obtaining a subordination agreement from said third party for a lien on my real estate;
6. Providing mortgage loan account numbers and other non-public information such as names, phone numbers and property addresses to a related third party for the purpose of obtaining information required in order to complete the processing of your transaction, such as hazard insurance and tax information;
7. Providing documentation that includes non-public information such as names, phone numbers, drivers license copies, property addresses, social security numbers, account payoff information and/or any and all title and/or closing documentation to the Purchaser’s lender;
8. Scanning and/or faxing and/or emailing or otherwise electronically storing documentation that includes non-public information such as names, phone numbers, driver’s license copies, property addresses, social security numbers, account payoff information, and/or any and all title and/or closing documentation for the purpose of record retention and/or submission for review and/or retention to a party related to the transaction;

We have been advised and consent to allow any and all such documentation and/or non-public personal information to be transmitted to myself or others and/or stored via scanner, email, mail, express delivery, and/or other electronic devise and that this may be through the use of the equipment and resources and devises of Performance Title, Inc. or of any Realtor and/or Lender related to this transaction. Such devises may or may not be encrypted and they may or may not retain any and all such documentation and information or internal or external hard-drive storage.

We have been advised and consent to permit that any and all documentation and/or non-public information obtained on us by Performance Title, Inc. will be stored indefinitely by Performance Title, Inc. and understand that it will not be released to unauthorized parties.

**CLOSING NOTICE
AS TO
AVAILABILITY OF RE-ISSUE PREMIUM CREDITS**

RE: 3610 East 4th Street, Dayton, OH 45403

Our title examination indicates that you are the seller/owner of the property covered by our title commitment. We have been advised that you are selling/refinancing your property and that an Owners and/or Loan Policy of Title Insurance is being requested which is to be issued by us as a title policy issuing agent of Old Republic National Title Insurance Company ("Old Republic Title").

If this is a resale within 10 years of your purchase or a refinance within 10 years of your most recent financing you and/or your buyer depending on contractual provisions if a re-sale, may be entitled to a reduced charge on the issuance of a new Title Insurance Policy.

To determine eligibility for a discounted premium, please provide us with:

A copy of any Owners Title Insurance Policy that has been issued for the property within the past 10 years. This prior policy did not have to have been issued by Old Republic Title, or

A closing/settlement statement (HUD 1) confirming payment of a premium for the prior Title Insurance policy and the policy amount. Again, the prior policy paid for did not have to be one issued by Old Republic Title.

Please acknowledge your understanding of the above by signing below.

Seller(s)/Owner(s):

Date: _____

Date: _____