

REAL ESTATE CLOSING INFORMATION
(LISTING AGENT AND SELLING AGENT TO PROVIDE INFORMATION TO CLOSING ATTORNEY)

Property: _____

Attached: Offer to Purchase and Contract & All Addenda Deed Survey Title Insurance Policy

BUYER

NAME(S): _____ Marital Status _____

Current Address: _____

Phones: Home: _____ Cell: _____ Work: _____ Fax: _____

SSN: (Arrange to Provide to Closing Attorney Via a Secure Method)

Email: _____ Email: _____

LOAN INFORMATION: Will Buyer Attend Closing? Yes No

Lender: _____ Contact: _____

Phone: _____ Fax: _____ Email: _____

HAZARD INSURANCE:

Agent: _____

Phone: _____ Fax: _____ Email: _____

Premium Amount \$ _____ Paid in Advance Paid at Closing Buyer Will Deliver Policy to Closing

FLOOD INSURANCE:

Agent: _____

Phone: _____ Fax: _____ Email: _____

Premium Amount \$ _____ Paid in Advance Paid at Closing Buyer Will Deliver Policy to Closing

HOA MANAGEMENT CO #1:

Contact: _____

Phone: _____ Fax: _____ Email: _____

HOA MANAGEMENT CO #2:

Contact: _____

Phone: _____ Fax: _____ Email: _____

SURVEY: Surveyor: _____ Fee: _____

Phone: _____ Fax: _____ Email: _____

Buyer authorizes Attorney to order survey Buyer will provide survey to Attorney prior to closing

SELLING FIRM: Shore Realty Agent: **Teresa Rush Cremia**

Phone: (252)441-3416 Fax: _____ Email: **trush@outerbankshome.com**

FIRM COMPENSATION PAID BY BUYER: _____

BUYER'S ATTORNEY: _____ Paralegal: _____

Phone: _____ Fax: _____ Email: _____

Address: _____

ADDITIONAL INFORMATION: (List any bills to be paid by Buyer) _____

SELLER

NAME(S): _____ Marital Status: _____

Current Address: _____

Phones: Home: _____ Cell: _____ Work: _____ Fax: _____

Email: _____ Email: _____

Forwarding Address: _____

Is this the Seller's primary residence? Yes No Will Seller Attend Closing? Yes No

Closing Attorney to Prepare Seller's Closing Documentation Closing Documents To Be Mailed To Seller For Signing

Seller's Attorney/Relocation Company Will Provide Closing Documentation

SELLER TO PROVIDE PERSONAL INFORMATION TO CLOSING AGENT:

SSN: (Arrange to Provide to Closing Attorney Via a Secure Method)

EXISTING LOANS/LIENS: (Arrange to Provide Loan Numbers to Closing Attorney Via a Secure Method)

1st Mortgage: _____ Equity Line of Credit: Yes No

Phone: _____ Fax: _____ Email: _____

Address: _____

2nd Mortgage: _____ Equity Line of Credit: Yes No

Phone: _____ Fax: _____ Email: _____

Address: _____

3rd Mortgage: _____ Equity Line of Credit: Yes No

Phone: _____ Fax: _____ Email: _____

Address: _____

Indicate if any of the above loans are to be assumed: _____

List Any Additional Liens or Judgments: _____

CURRENT TITLE INSURANCE INFORMATION:

HOA MANAGEMENT CO #1: _____ Contact: _____

Phone: _____ Fax: _____ Email: _____

HOA MANAGEMENT CO #2: _____ Contact: _____

Phone: _____ Fax: _____ Email: _____

TOTAL COMMISSION: \$ _____ Paid to Listing Firm: \$ _____ Paid to Selling Firm: \$ _____

SELLER'S ATTORNEY: _____ Paralegal: _____

Phone: _____ Fax: _____ Email: _____

Address: _____

LISTING FIRM: _____ Agent: _____

Phone: _____ Fax: _____ Email: _____

ADDITIONAL INFORMATION: (List any bills to be paid by Seller) _____

✓	Check Only Applicable Items	Provider	Ordered By/ Date	Cost	Paid By: B/S	POC: Y/N
	Asbestos Inspection					
	Asbestos Abatement					
	Contractor/Structural Letter					
	Home Inspection					
	Home Warranty					
	Lead Paint Inspection					
	Lead Paint Abatement					
	Moisture Evaluation					
	Moisture Abatement					
	Radon Inspection					
	Radon Abatement					
	Related Repairs					
	Related Repairs					
	Related Repairs					
	Septic Inspection					
	Septic Repairs					
	Soil Contamination Report					
	Survey					
	Tank Removal/Abandonment					
	Well Inspection					
	Well Repairs					
	Well Abandonment					
	Wood Destroying Report					
	Wood Destroying Treatment					

Additional Information