

# Key Closing Information

Provide your title company with the following information to ensure a smooth closing experience:

## SELLERS

- Marital and homestead status. This is necessary to comply with community property laws, if applicable in your state.
- Are you a widow/widower? Is there a will? If yes, has the will been probated? If there is not a will, are there any heirs? If so, are they minors?
- Has a divorce occurred? If yes, is it pending or final?
- Loan number and contact information for the existing mortgage company. This is necessary to obtain a loan payoff. It is helpful to know when the last mortgage payment was remitted, and if you intend to make any additional payments prior to the day of closing.
- Social Security number. This is necessary to obtain the loan payoff, as well as enable the title company to determine whether or not certain liens, judgments or suits that may be filed against the seller or someone with a similar name are one and the same person.
- Is there a homeowner's association? If so, please provide the management company's name and contact information. This information is necessary to obtain a resale certificate. It is helpful to have this information as soon as possible. Homeowner associations can be difficult and/or slow in their response time.
- Your forwarding address
- How you would like to receive your proceeds. If a wire is desired we will need the bank's name, ABA number, name on the account, and account number. If you owe money at closing, any amount over \$1499.00 will need to be in the form of a certified or cashier's check. **Additionally, any amount over \$10,000 will need to be wired to the title company.**
- Is there another closing contingent upon this closing?
- Please advise us as soon as possible if you are not going to attend the closing. Special preparations will have to be made in advance, and additional costs may apply.

## BUYERS

- Your lender's name and contact information
- Your homeowner's insurance company and contact information once chosen
- Who we should order the home warranty through

## What to Bring to Closing:

- Government issued photo I.D.
- Certified or cashier's check for any money over \$1499.00 (**Amounts greater than \$10,000 will need to be wired to the title company prior to closing.**)
- All keys and garage door openers to the property
- Wiring instructions if necessary: Bank name, ABA number, name on the account, and account number
- Any repair receipts