

REALTORS ESCROW INSTRUCTIONS TO:

PLEASE TAKE A MOMENT TO COMPLETE THIS INFORMATION – IT WILL HELP BOTH OF US SO MUCH!

BUYERS NAME (THE WAY THEY WANT TO TAKE TITLE, ie. HUSBAND AND WIFE, AND UNMARRIED PERSON, TRUST, CORP OR LLC)

BUYERS ADDRESS-NOW AFTER CLOSING

TELEPHONE: HOME WORK

S.S.#

SELLERS NAME:

S.S.#

SELLERS ADDRESS-NOW

AFTER CLOSING

TELEPHONE: HOME WORK

ASSUMPTION TRANSACTIONS:

(1) NAME, ADDRESS AND LENDER FOR LOAN BEING ASSUMED:

(2) LOAN NUMBER:

(3) IF CONTRACT OR NOTE AND DEED OF TRUST BEING ASSUMED:

ESCROW HOLDER, ESCROW NUMBER

**(4) IS EXISTING INSURANCE TO BE ASSIGNED? OR
REPLACED?**

NEW LOAN TRANSACTIONS:

(1) NEW LENDER

LOAN OFFICER

TYPE OF LOAN

(2) NAME OF INSURANCE AGENT: HAS BINDER BEEN ORDERED?

REAL ESTATE AGENT – LISTING:

REAL ESTATE AGENT - SELLING:

CLOSING DATE:

WILL BUYERS OR SELLERS BE HERE FOR CLOSING?

OR FED X?

TERMS OF TRANSACTION:

SALE PRICE:

EARNEST MONEY: AMT.

WHERE IS EARNEST MONEY HELD?

CASH DOWN PAYMENT:

NEW LOAN AMT./ APPROX. ASSUMP. BALANCE

**IF NEW ESCROW WILL BE REQUIRED WHO IS TO BE APPROVED ESCROW
HOLDER?**

HOW ARE COSTS TO BE DIVIDED?

**ANY SPECIAL INSTRUCTIONS WHICH YOU FEEL MAY BE HELPFUL (IE.
RENTAL INFORMATION, DEPOSITS, PERSONAL PROPERTY, ATTORNEY
PREPARATION OF DOCUMENTS, ATTORNEY REVIEW OF DOCUMENTS,
PAPERS MAILED OUT OF TOWN, ETC.)**

HOME OWNER ASSOCIATION? NAMES FOR CONTACTS AND PHONE#S

COMMENTS:

