

# SELLER'S CHECKLIST

TOLL FREE PHONE  
(800) 721-4924

TOLL FREE FAX  
(888) 467-4655

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To prepare you for your closing, below is a checklist of all the necessary items typically needed on or before your closing.

If you need to get in touch with your closer, simply follow the link to the Closing Officers page on our website.

- Payoff Authorization Form for current mortgage (if applicable)
- Driver's license
- Wire transfer instructions if you are required to bring in cash to close
- Please contact us with your e-mail address. We prefer to contact you via email which will help expedite your closing.
- Utilities and/or Property Tax bills/information
- Information regarding any special/water/sewer assessment (s) on the property being sold.

\*Contact your closing officer if you have any questions.

