



SELLER INFORMATION

Property Address: _____

Please complete and return this form via e-mail or fax to: (603) 792-1906 or info@unitedtitlenh.com.

About You:

Name _____ Name _____
Home Phone _____ Home Phone _____
Work Phone _____ Work Phone _____
Cell Phone _____ Cell Phone _____
E-Mail _____ E-Mail _____
Social Security Number _____ Social Security Number _____

Deed: Prepared by: _____ United Title & Escrow Services, LLC (average cost \$175.00)
Your Attorney - _____
Name / Phone # _____

Your marital status: Married _____ Unmarried _____

If married, spouse's name for homestead purposes: _____

- Is the property you are selling your primary residence? Yes No
Will all Seller(s) be attending the closing? Yes No
Is the property held in the name of a Trust? Yes No
Is any property owner currently in Bankruptcy? Yes No
Is your mortgage currently in foreclosure? Yes No
Do you require a wire for proceeds (our fee is \$25.00 to wire funds to your bank)? Yes No

Please note—If your attorney prepares the deed, we will need a copy at least 48 hours PRIOR to closing.

Property Taxes: Have the current property taxes been paid? Yes No Annual Amount \$
Please provide your most recent property tax bill, if it is readily available.

Water/Sewer: Well Septic Public

Water Company _____ Phone _____
Sewer Company _____ Phone _____

Mortgage/Lien information:

Name and address of lending institutions:

1st Mortgage: 2nd Mortgage:
Phone# Acct. # Phone# Acct. #

Equity Line/2nd Mortgage: Any other mortgages or liens (i.e. private mortgages)
Phone# Acct. #

There will be a Discharge Handling fee of 45.00 per lien payoff. This fee covers follow-up on the release of the lien(s).

Property Address: _____

Selling a Condominium?

If selling a Condominium, please provide a Condo Fee Statement, which may be obtained from your Condominium Association at least 5 days prior to closing.

Condo/Homeowners Association Contact _____ Phone _____

AUTHORIZATION TO RELEASE INFORMATION

The undersigned authorizes **United Title & Escrow Services, LLC to receive any payoff information with regard to my/our loan(s) set forth above and further authorizes **United Title & Escrow Services, LLC** to obtain payoff information or releases from the holder(s) of any liens, encumbrances or mortgages.

Please be advised that in the event full cooperation is not received, the undersigned may experience delays and/or additional expense as a result.

Borrower Date Borrower Date

EQUITY LINE OF CREDIT FREEZE/CLOSE FORM
Please complete only if you have an Equity Line of credit on your property

An equity line of credit is a mortgage which a borrower can draw up to a maximum amount, as opposed to a loan for a fixed dollar amount. For example, with a standard mortgage you might borrow \$150,000.00, which would be paid out in its entirety at closing. With an Equity Line of Credit you receive the lender's promise to advance up to \$150,000.00, in an amount and at a time of your choosing. You can draw on the line by writing a check, using a special credit card or in other ways. If these characteristics are not in keeping with your loan, you may have a home equity loan. Home equity loans have a similar name but are not equity lines of credit.

- It is necessary to freeze and close any credit line(s) before the equity process (*aka: your financial interest*) can be completed.
- Please note that once this form is sent to your lender, it will prohibit you from obtaining any further advances against your account.
- This form will authorize your lender to cancel any Equity Line of Credit associated with your home and to release information to **United Title & Escrow Services, LLC**.

This is the only Line of Credit, secured or unsecured, in my and/or my spouse's name: ___ Yes ___ No ___ N/A

Lender's Name _____ Phone Number _____

Loan Number _____

ATTENTION EQUITY DEPARTMENT:

I/We understand that once the account is closed, I/We promise not to use the account further and will return all checks and credit cards issued in connection with the line of credit. In addition, by signing this authorization form I am agreeing that once the payoff statement has been issued, my line of credit will be frozen and no additional activity will be permitted without express written request.

I/We have contact **United Title & Escrow Services, LLC** to assist me/us in this matter. Therefore, you are also authorized to release information, written or verbal to **United Title & Escrow Services, LLC** upon request.

Borrower Date Borrower Date