

CLOSING INFORMATION: SELLER'S AGENT

To facilitate a smooth closing, provide this form to the Lender, to the Settlement Agent, and to the other agent. This form is for information purposes only; it is not an amendment to the Contract nor should it be interpreted as part of the Contract. In the event of a conflict between this form and the Contract, the Contract controls.

Projected Closing Date: _____

Property Address: _____

Please provide the first, middle, and last name of all sellers.

Seller(s) Name(s): _____

New Mailing Address: _____

Cell Phone: _____

Marital Status: Single Married Divorced Widowed Probate

If divorced while residing in the property, provide a copy of the Final Divorce Decree/Order to the Settlement Agent. If widowed while residing in the property, provide a copy of the death certificate to the Settlement Agent.

Listing Real Estate Firm

Firm Name: _____ Firm License #: _____

Firm Address: _____

Seller's Agent's Name & Phone #: _____

Seller's Agent's License #: _____ Email: _____

Commission

Commission % or \$ to Listing Office: \$ _____

Commission % or \$ to Selling Office: \$ _____

Closing Costs

Seller credit toward borrower's closing fees: \$ _____

Does the contract specify if the WDIR and Home Warranty are included in closing costs? Yes No

Third Party Vendors

Check any that apply	Fee (if known)
<input type="checkbox"/> WDIR Company: _____	\$ _____
<input type="checkbox"/> Home Warranty Company: _____	\$ _____
<input type="checkbox"/> Survey Company: _____	\$ _____

*Neither the Lender nor the Closing Attorney needs a copy of the home inspection report – just the fee amount and the Inspector's name.

HOA Management Company (if applicable)

Contact Information: _____
 Annual Payment: _____ Are they paid current? Yes No
 Due Date(s): _____ HOA Transfer Fee: _____

Leasehold Annual Assessment (if applicable)

Annual Lease: _____ Are they paid current? Yes No
 Due Date: _____ PRVWSD 16th Section
 Any other anticipated costs or fees such as foundation, septic or well
 water inspection? Yes No
 If yes, please list here: _____ Paid by: Buyer Seller

Payoff of Seller's Current Mortgage(s)

List the following information for all mortgage holders
 Mortgage Holder Name: _____ Loan #: _____
 Contact Information: _____
 Equity Holder Name: _____ Loan #: _____
 Contact Information: _____

Settlement Agent/Closing Attorney agreed to by Buyer and Seller

Name: _____ Phone: _____
 Address: _____
 Email: _____ Fax: _____
 Will the seller attend the closing? Yes No
 Will the documents needs to be mailed to the Seller? Yes No
 Is a Power of Attorney closing for the Seller? Yes No

Homestead

In Mississippi, a spouse cannot convey homestead by Power of Attorney for their spouse. Please contact the Settlement Agent immediately to discuss options and fees for a Power of Attorney.
 Is Seller's homestead exemption in place for the current year? Yes No
 Yearly Tax Bill: \$ _____

Ask your Seller if any of the following actions occurred in the prior year:
 Seller moved Purchased car tag in another county Leased the property

If your seller answered "Yes" to any of the above, please advie the Lender and Settlement Agent.

New Construction

The builder will need to provide the Buyer's lender with the Certificate of Occupancy, the Building Permit, and the Termite Pretreatment Information, at a minimum.