

The Gurvey Law Group, PC
1141 Sheridan Road
Atlanta, Georgia 30324
404-997-8569
closings@gurveylaw.com

PRE-CLOSING - SELLER INFORMATION

*****PLEASE FILL IN THIS INFORMATION AND RETURN IT AS SOON AS POSSIBLE*****

PROPERTY: ADDRESS: _____ circle one: PRIMARY RESIDENCE / INVESTMENT PROPERTY

Forwarding Address : _____

OWNERSHIP:

Seller #1: _____ SS#/Tax ID # _____

*** If the Seller is an LLC, Corporation, Trust or Estate, please provide all applicable documents as soon as possible (ie., operating agreement, By Laws, Probate, Etc.)**

Is the Seller ... a Georgia Resident? Yes No ... a US. Citizen? Yes No ... a Resident Alien? Yes No

Telephone #s: _____ Email Address: _____

Seller #2: _____ SS#/Tax ID # _____

*** If the Seller is an LLC, Corporation, Trust or Estate, please provide all applicable documents as soon as possible (ie., operating agreement, By Laws, Probate, Etc.)**

Is the Seller ... a Georgia Resident? Yes No ... a US. Citizen? Yes No ... a Resident Alien? Yes No

Telephone #s: _____ Email Address: _____

- If Multiple Sellers, are they/you married? Yes No
- Is the property involved in **PROBATE**? Yes No ... Is there a pending or finalized **DIVORCE**? Yes No
- Is any owner involved in an active Bankruptcy? Yes No
- Have there been in recent changes to who holds title on this property? If so, please explain?

HOA/COA:

Is there a Mandatory Association? (HOA, COA, PUD)

Association Name: _____

Contact Person: _____

Phone: _____ E-Mail _____

Has any work been done to the property within the past 90 days? Yes No

- Have you paid all amounts owed for the work? Yes No
- Are there any judgments, liens or other encumbrance to the property? Yes No

(Please provide any details you have so we may work to address this matter well in advance of closing.)

CLOSING: Will the Sellers attend the closing? [] Yes [] No Is a Power of Attorney (POA) needed? [] Yes [] No

*****ALL POAs MUST BE REVIEWED AND APPROVED IN ADVANCE OF CLOSING.
ORIGINAL POAs MUST BE BROUGHT TO CLOSING*****

DEBT: Do you have any know loans outstanding against this property? [] Yes [] No

If YES:

Payoff #1 Information: Lender Name: _____

Loan Account: _____

Phone: _____

Is this loan a: First Mortgage _____ Second Mortgage _____ Equity Line _____

Payoff # 2 Information : Lender Name: _____

Loan Account: _____

Phone: _____

Is this loan a: First Mortgage _____ Second Mortgage _____ Equity Line _____

***** IF ANY LOAN IS AN EQUITY LINE OR LINE OF CREDIT (AKA HELOC) PLEASE CONTACT YOUR LENDER AND "FREEZE" THE ACCOUNT. ANY ADDITIONAL USE OF THE ACCOUNT PRIOR TO CLOSING MUST BE DISCLOSED TO THE FIRM AND MAY DELAY CLOSING *****

NOTE: IF YOU HAVE MORE THAN TWO OUTSTANDING LOANS AGAINST THIS PROPERTY, PLEASE PROVIDE THE SAME INFORMATION AS REQUESTED ABOVE.

AUTHORIZATION TO RELEASE PAYOFF INFORMATION

The undersigned hereby authorizes the above Lender to release to **The Gurvey Law Group, PC** and to any of its employees and agents acting on its behalf any and all payoff information associated with the loan account(s) referenced above. A copy of this Authorization shall be as effective as the original.

If this account allows for advances of a credit line, the undersigned requests and directs the Lender to block this account against all future draws. If Lender makes additional advances, they will not be secured by the above referenced Property. Upon issuance of a payoff statement and receipt of payment based upon that statement, Lender will be obligated to release the Security Instrument securing the line of credit.

SIGNATURE Date

SIGNATURE Date

SS# DOB

SS# DOB