



PH: 954.368.8688
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Closings@FirstTitleOfBroward.com
www.FirstTitleOfBroward.com

Welcome Letter/Submission Form – Buyer

Thank you for your recent selection of **FIRST TITLE OF BROWARD, INC** to conduct the settlement in connection with your purchase of a new home. As settlement agent, we are responsible for arranging for a title search on the property, as well as scheduling settlement with all parties. Title search arrangement includes reviewing and issuing the title insurance binder, maintaining contact with your new lender (if applicable), and ordering/reviewing the house location survey (if applicable). Settlement scheduling involves conducting the settlement, recording the new deed and deed(s) of trust, collecting and disbursing the proceeds, and Ordering and issuing the final title insurance policy.

Please Provide the Information Requested Below to Assist Us In Processing This Transaction.

Purchaser Name *

First name: _____ Last Name: _____

Social Security Buyer #1: _____ EIN Numbers: Buyer #1: _____

Marital Status: Married [] Single [] Divorced [] Widowed [] US Citizen: [] Yes [] No

Buyer #1 Email: _____ Cell No #1: _____

Phone No. Buyer #1 Work: _____ Phone No. Buyer #1 Home: _____

Second Purchaser (if applicable)

First Name: _____ Last Name: _____

Social Security Buyer #2: _____ EIN Numbers: Buyer #2: _____

Marital Status: Married [] Single [] Divorced [] Widowed [] US Citizen: [] Yes [] No

Buyer #2 Email: _____ Cell No #2 : _____

Phone No. Buyer #2 Work: _____ Phone No. Buyer #2 Home: _____

Future Mailing Address (Property or other)

Street Address: _____ City _____

State: _____ Zip Code: _____ County: _____



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New Lender Contact: _____

First Name: _____ **Last Name:** _____

Phone No. _____ **Email:** _____

Will this Property be: Primary Resident: [] **Investment Property** [] **Second Home** []

OTHER COMMENTS:
