



PH: 954.368.8688
FAX: 954.368.8698
Closings@FirstTitleOfBroward.com
www.FirstTitleOfBroward.com

Welcome Letter/Submission Form: FIRST TITLE OF BROWARD

SELLER INFORMATION FORM

The purchaser(s) have selected our company to conduct the settlement in connection with the sale of your property. As settlement agents, we are responsible for paying off and releasing any and all existing liens against the property, notifying any homeowners association and paying any outstanding dues, conducting the settlement, and forwarding proof of this transaction to the Internal Service Revenue.

Please Provide The Information Requested Below To Assist Us In Processing This Transaction.

Seller Name*

Subject Property Address: _____

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

Social Security Seller #1: _____ **EIN Numbers: Seller #1:** _____

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

Seller #1 Email: _____ **Cell No. Seller # 1:** _____

Phone No. Seller #1 Work: _____ **Phone No. Seller #1 Home:** _____

Current mailing Address (if different) _____

Second Seller (if applicable)

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

Social Security Seller #2: _____ **EIN Numbers: Seller #2:** _____

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

Seller #2 Email: _____ **Cell No. Seller # 2:** _____

Phone No. Seller #2 Work: _____ **Phone No. Seller #2 Home:** _____

Current Mailing Address (if different)

Street Address: _____ **City** _____

State: _____ **Zip Code:** _____ **County:** _____

Existing Lender #1: First Name: _____ **Last Name:** _____



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Account No. _____ Phone No. _____

Existing Lender #2: First Name: _____ Last Name: _____

Account No. _____ Phone No. _____

Homeowner Assoc. Mgmt. Co. _____ Phone No. _____

Is there a 2nd HOA? YES: [] NO: [] Phone No. _____

Seller Forwarding Address:

Street Address: _____ City _____

State: _____ Zip Code: _____ County: _____

Title is held in the name of a LLC, corporation, Trust or Estate or subject to a divorce or separation. *

YES [] NO []

If yes, please provide copy of Trust or Estate Documents.

OTHER COMMENTS:

