

Law Offices of  
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A Georgia Limited Liability Company  
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Conyers, Georgia 30012  
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**BUYER CLOSING INFORMATION**

Please provide the following information to us as quickly as possible to insure a satisfying and successful closing experience:

- 1) Please verify your permanent residence after closing: that the property address is correct as shown:
- 2) Please verify the spelling of your names as they are to read on title of the property  
First Name: \_\_\_\_\_ Middle Name or Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_  
First Name: \_\_\_\_\_ Middle Name or Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_  
First Name: \_\_\_\_\_ Middle Name or Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_  
First Name: \_\_\_\_\_ Middle Name or Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_  
(Please note that in some transactions Lenders will require closing in borrower's names only. )
- 3) Contact Information:  
Current phone: Home \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_  
Email address: \_\_\_\_\_
- 4) Loan information: Please provide the following for every loan on the property.  
Loan # 1 First Mortgage  
Lender Name: \_\_\_\_\_  
Lender Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
Loan No. \_\_\_\_\_ Approximate Loan Amount \$ \_\_\_\_\_  
  
Loan # 2 Second Mortgage, Equity Line Negotiated Payoff/Short Sale? \_\_\_\_Y \_\_\_\_N  
Lender Name: \_\_\_\_\_  
Lender Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
Loan No. \_\_\_\_\_ Approximate Loan: \$ \_\_\_\_\_
- 5) Homeowner's Insurance Information:  
Company name \_\_\_\_\_  
Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax \_\_\_\_\_  
Annual Amount Due \$ \_\_\_\_\_
- 6) Will you be able to attend closing in person or will you be needing documents overnight? \_\_\_\_\_
- 7) Special Circumstances: Please check whether any of these apply to the property or to you:  
\_\_\_\_ Relocation company involved \_\_\_\_ Power of Attorney needed  
\_\_\_\_ Other: \_\_\_\_\_

Please remember to bring your Photo ID for closing!

Please note that your funds to close will need to be wired to our escrow account and instructions will be provided. We can no longer accept *cashier checks*. This change is due to requirements of our title companies which now require that we have "collected funds" to disburse. Failure to wire funds could result in a delay your closing or until your funds have cleared and are considered "collected funds" by our banking institution.

**Please email of this completed form to our office at 706-484-0589 or realestate@tarrerlaw.com**  
**We value your business and appreciate the opportunity to work with you!**