

**Title Order Form**

Today's Date: \_\_\_\_\_ Sales Price: \$ \_\_\_\_\_

**Property Information:**

Address: \_\_\_\_\_

Is there an HOA/COA?  Yes  No  Don't know

If "yes" is checked above, please complete questions below.....

Is there more than one association?  Yes  No  Don't know

Name of Association(s): \_\_\_\_\_

Address(s): \_\_\_\_\_

Phone # (s): \_\_\_\_\_

Dues Amount? \_\_\_\_\_ paid  Weekly  Monthly  Quarterly

Are there any existing mortgages on the property?  Yes  No  Don't know

If "yes" is checked above, please complete questions below.....

Lender's Name \_\_\_\_\_

Loan # \_\_\_\_\_ Phone \_\_\_\_\_

**Client Information:**

Your client(s) is(are) the  Seller(s)  Buyer(s)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Phone: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Marital Status?  Married  Single  Don't know

Is this going to be a mail away for your client?  Yes  No  Maybe  Don't know

**Agent Information:**

You are the  Listing Agent  Selling Agent

Listing Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Listing Office: \_\_\_\_\_ Fax: \_\_\_\_\_

Selling Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Selling Office: \_\_\_\_\_ Fax: \_\_\_\_\_

**Special Instructions/Additional Information:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_