



COMPASS TITLE AND CLOSING, INC  
SELLER INFORMATION FORM

Please provide the information requested and return this form to your processor within 5 days Via email (submit button) or print and fax 603-314-0485

**ABOUT YOU:**

Contact Name:

Contact Name:

Current Address:

Current Address:

Phone Number:

Phone Number:

Email Address:

Email Address:

Social Security#:

Social Security#:

Married? Y N

Married? Y N

Spouse's Name:

Spouse's Name:

**The Deed will Be Prepared By:** Compass Title and Closing, Inc. ( \$175 )

Your Attorney Name:

Phone:

**Your Utility Information:**

Water/Sewer: Well Septic

Public Water Co:

Public Sewer Co:

Fuel: Gas Oil Propane

In order for a fuel proration to be calculated at closing, please provide a copy of your last statement showing the rate per gallon and a screenshot of the fuel gauge approximately 3 days prior to the closing date.

Is the property you are selling your primary residence? Yes No

If not , please provide your current mailing address:



**Is the property you are selling held in a trust? Yes No**

**Have the current property taxes been Paid? Yes No**

**Is your property a condominium, Involved in a Homeowner's Association, or Mobile Home Park**

If the subject property is a condominium, please note we will need a copy of the master Insurance policy and a condo fee statement from the association prior to closing.

Contact Name:

Phone:

Email:

**How do you prefer to receive the proceeds of your sale?**

Check: Yes No Wire Transfer: Yes No

If you prefer to receive your proceeds via wire transfer, your processor will provide you with our Wire transfer form to be completed prior to closing.

**Outstanding Mortgage Information:**

Please provide the name, address and phone number for each lending institution, as well as your account number.

1<sup>st</sup> Mortgage

2<sup>nd</sup> Mortgage

Phone#

Phone#

Acct#

Acct #

Equity Line/ 2<sup>nd</sup> Mortgage

Any other mortgages or liens

Phone#

Acct#

**Note: There will be a discharge tracking fee of \$95.00 for a first lien payoff and \$50.00 for each additional payoff. This fee covers follow-up on the release of the lien(s).**

The undersigned authorizes Compass Title and Closing, Inc. to receive any payoff information with regard to my/our loan(s).

Seller(s):