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SELLING AGENT: _____ FAX _____

AGENT EMAIL ADDRESS:

Would you like to receive your HUD statements by e-mail? **YES or NO**

CLOSING SCHEDULED: _____ TIME: _____

IN ORDER TO EFFICIENTLY SERVE YOUR BUYER THE FOLLOWING INFORMATION IS REQUIRED. PLEASE FILL IN ALL SECTIONS AND FAX BACK TO OUR OFFICE PROMPTLY TO INSURE THE CLOSING DATE AND TIME THAT HAS BEEN SET FOR YOUR CLOSING.

BUYER(S)
NAMES(S): _____

BUYER EMAIL ADDRESS: _____

TELEPHONE: Home _____ Work (Him) _____ Work (Her) _____

PROPERTY ADDRESS: _____

MARITAL STATUS: Married _____ Single _____ Divorced _____ Separated _____ Widowed _____

Is there a Free Trader Agreement: YES or NO

Sellers: _____

BUYERS MORTGAGE COMPANY: _____

CONTACT PERSON: _____ TELEPHONE: _____

HOMEOWNERS INSURANCE COMPANY: _____

AGENT: _____ TELEPHONE: _____

TERMITE COMPANY: _____ FEE: \$ _____

HOME INSPECTION: _____ FEE: \$ _____

OTHER: _____ FEE: \$ _____

DO YOU WANT OUR OFFICE TO ORDER A SURVEY?: Yes _____ No _____

Lenders may require a survey as a condition of funding a loan. In addition to this lender potential requirement, many title companies will not provide owner title coverage for any defects in title which would have been discovered by a current survey. As a result, our office recommends a survey be ordered whenever property is being purchased.

NOTES: _____

PLEASE NOTE, closing packages must be received prior to 12:00PM the day before closing to maintain scheduled closing date and time.

**THANK YOU VERY MUCH FOR YOUR ASSISTANCE.
PLEASE CONTACT DAVE @ 919-847-7275 IF YOU HAVE ANY QUESTIONS**