



P A T E L & S H A H
L A W

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DATE: _____
Estimated CLOSING DATE: _____

We would appreciate your assisting us in gathering the buyer's information as follows and faxing or emailing back to our office. This information needs to be provided to our office ASAP.

PROPERTY ADDRESS: _____

Please mark: This Purchase will be a ___Primary Residence ___2nd Home ___Investment Property

BUYER'S FULL NAME: _____

Married ___ / Single ___ / Divorced ___ / Separated ___ / Widowed ___

Phone: _____ Email: _____

BUYER'S FULL NAME: _____

Married ___ / Single ___ / Divorced ___ / Separated ___ / Widowed ___

Phone: _____ Email: _____

Buyer's Current Address: _____

Mortgage Company: _____ Contact: _____

Do you have approval? Y / N Phone and/or email: _____

Please have your lender send us your Homeowners Insurance Company info and invoice.

If there are any brokerage fees due from the buyer to selling agent, please write the amount of the fee and whether it should be a separate check from the commission check:

\$ _____ Separate Check? Y / N

Do Buyers intend to order a survey? Y / N

OUR OFFICE DOES NOT ORDER SURVEYS. *Buyer and their agent are responsible for ordering a survey and sending us a copy of the invoice so it can be added to closing costs.* We can share references upon request.

NOTE: If a survey is not ordered, THE BUYER WILL BE REQUIRED TO SIGN A SURVEY WAIVER AT CLOSING.

Any additional charges to be collected at closing: (Please fax a copy of all invoices to be paid at closing ASAP)

I have read the terms and conditions of representation of Patel & Shah and understand and agree to the same. I grant permission to Patel & Shah to share the closing statement and other closing documents pertaining to this purchase with my Realtor.

_____ Date: _____ / _____ Date: _____

Buyer's Signature

Buyer's Signature

PLEASE ADVISE BUYERS THAT ALL CLOSING FUNDS MUST BE IN THE FORM OF A CASHIERS CHECK, CERTIFIED CHECK, OR MONEY ORDER if required funds are less than \$1,000 made payable to PATEL & SHAH PLLC. A BANK WIRE is required for funds over \$1,000.

*****PLEASE NOTE*****

DUE TO UNUSUALLY HIGH CLOSING VOLUMES, WE CANNOT GUARANTEE YOUR CLOSING TIME OR DATE UNLESS YOUR PACKAGE ARRIVES AT LEAST 24 HOURS PRIOR TO CLOSING. PLEASE ADVISE YOUR LENDER TO PLAN ACCORDINGLY.