

BUYER INFORMATION SHEET FOR CLOSINGS

LANCASTER, TROTTER & POE, PLLC

4430 PARK ROAD

CHARLOTTE, N.C. 28209

704-525-1702 phone / 704-525-4085 fax

Please email to: Jennifer@ltp-law.com

Buyer names and marital status: _____

Current address: _____

Best phone number: _____

E-mail: _____

New Lender: _____ **Contact person:** _____

Lender phone number/email: _____

Homeowner's insurance agent: _____

****Your lender will require this information as well, please make sure they are given this ****

Homeowner's insurance agent phone number: _____

Do you have to sell a property in order to buy this one? _____

If so, where and when is this closing? _____

Date you expect inspections to be done and you would like our office to start the title search: _____ (We will reach out to you on this date to confirm so we can get moving on the file or if we need to hold off; until we get the ok from you we will not start any work on this file) **WE NO LONGER ORDER PROPERTY SURVEYS. IF A BUYER WANTS A SURVEY WE WILL BE HAPPY TO GIVE YOU THE NAMES OF SEVERAL SURVEYORS WE HAVE WORKED WITH IN THE PAST AND YOU SHOULD FEEL FREE TO CONTACT THEM. WE SIMPLY WERE HAVING TOO MANY INSTANCES IN WHICH BUYERS TERMINATED AFTER A SURVEY WAS COMPLETED AND THE SURVEYOR WAS NOT PAID**

How do you want to hold title? (Individually, tenants by the entirety, tenancy in common) Please call for further explanation if needed. In nearly all cases a husband and wife will take title as tenants by the entirety

Your lender will let you know before closing how much money you will need to close. **Closing funds must be in the form of either an official bank check or a wire transfer and made payable to Lancaster, Trotter & Poe, PLLC**

If you want to wire transfer funds, please contact us and we will furnish wiring instructions.

We are only able to furnish you the final amount needed at closing when we receive the loan package from your lender. Please stay in touch with your lender and encourage the lender to furnish the package quickly

Our office expects the buyer and seller to select a mutually convenient time to conduct the closing. If either party requests our attorneys to meet with them prior to closing to sign documents, an additional fee of \$100 may be added at the attorney's discretion. By requesting an earlier time, you will be deemed to have agreed to this additional fee.