



3033 Kettering Blvd., Ste 110,
Dayton, OH 45439

Phone (937)424-5457 Fax(866)594-2729 Text (937)745-1143

BUYER INFORMATION – LLC or BUSINESS

Your Name: _____ Property Address: _____

Name of LLC: _____ State of Registration: _____

Name of Signer(s): _____

****PLEASE FORWARD SIGNING AUTHORITY AND/OR COMPANY RESOLUTION AND OPERATING AGREEMENT****

Current Mailing Address: _____

Phone: _____ Email: _____

Will the signer attend closing? YES NO (IF NOT PLEASE CONTACT US TO MAKE SIGNING ARRANGEMENTS)

A cash buyer may be able to sign electronically. Is your client ok with signing via Dot Loop? YES NO

In most financed transactions we can hire a contract closer to meet with the buyer if they are out of state. We would need a time and location at least 48 hours prior to the scheduled closing to coordinate. Please contact us for more details.

HOA on property? YES NO If yes, Contact name, Phone, Email: _____

Tax Proration: Long Short _____

Seller Paid Closing Costs: \$ _____ or _____ % Is seller contributing to Owner's Policy? YES NO Amount: _____

Buyer's Agent Commission: \$ _____ or _____ %

Compliance fee/Additional Commission/Processing Fee? YES \$ _____ NO

Amount of Earnest Money: \$ _____ Who is holding the Earnest Money? _____

How should the Earnest Money be handled at closing?

- Earnest money returned to Buyer
- Credited on Settlement Statement and Endorsed By Buyer
- Credited on Settlement Statement and Reduced from Commission
- Other: _____

Invoices to be paid (please send copies of all invoices to our office):

Amount \$ _____	Payable to: _____	Paid by: <input type="checkbox"/> Buyer <input type="checkbox"/> Seller
Amount \$ _____	Payable to: _____	Paid by: <input type="checkbox"/> Buyer <input type="checkbox"/> Seller
Amount \$ _____	Payable to: _____	Paid by: <input type="checkbox"/> Buyer <input type="checkbox"/> Seller

Broker License Number : _____ Agent License Number: _____

****FUNDS DUE AT CLOSING IN AN AMOUNT OF \$10,000 OR MORE MUST BE WIRED. FOR FUNDS LESS THAN \$10,000 THE BUYER WILL NEED TO BRING A CERTIFIED OR CASHEIR'S CHECK MADE PAYABLE TO PARTNERS LAND TITLE AGENCY****

PLEASE RETURN THIS COMPLETED FORM TO ROMA@PARTNERSLANDTITLE.COM OR FAX TO 866-594-2729