



3033 Kettering Blvd., Ste 110,  
Dayton, OH 45439  
Phone (937)424-5457 Fax(866)594-2729 Text (937)745-1143

**SELLER INFORMATION – ESTATE**

Your Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Name of Estate: \_\_\_\_\_ EIN Number: \_\_\_\_\_

Name and Title of person signing on behalf of the Estate: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Estate Attorney Name and Contact info: \_\_\_\_\_

Signer's Current Mailing Address: \_\_\_\_\_

Will Signer(s) attend closing?  YES  NO (If not, please contact us to make arrangements ASAP. )

Is property tenant occupied?  YES  NO Rent's and Deposits to be credited?  YES  NO

Monthly Rent Amount(s): \$ \_\_\_\_\_ Security Deposit Amount(s): \$ \_\_\_\_\_

Mortgages (including equity lines or lines of credit) or Liens on the property?  YES  NO

Lender: \_\_\_\_\_ Account Number: \_\_\_\_\_

Lender: \_\_\_\_\_ Account Number: \_\_\_\_\_

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: \_\_\_\_\_

Name of Water Servicer: \_\_\_\_\_ Name of Trash Servicer: \_\_\_\_\_

Seller's Agent Commission: \$ \_\_\_\_\_ or \_\_\_\_\_ % Buyer's Agent Commission: \$ \_\_\_\_\_ or \_\_\_\_\_ %

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

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

Amount \$ \_\_\_\_\_ Payable to: \_\_\_\_\_ Paid by:  Buyer  Seller

Amount \$ \_\_\_\_\_ Payable to: \_\_\_\_\_ Paid by:  Buyer  Seller

Amount \$ \_\_\_\_\_ Payable to: \_\_\_\_\_ Paid by:  Buyer  Seller

Broker License Number : \_\_\_\_\_ Agent License Number: \_\_\_\_\_

**\*\*FUNDS DISBURSED TO SELLERS WILL BE OUT THE SAME WAY THAT THEY HOLD TITLE. FOR WIRES SELLERS MUST PRODUCE AN ORIGINAL VOIDED CHECK OR A BANK STATEMENT SHOWING THE ACCOUNT NAME THE SAME WAY THAT THEY HOLD TITLE.\*\***

PLEASE RETURN THIS COMPLETED FORM TO [ROMA@PARTNERSLANDTITLE.COM](mailto:ROMA@PARTNERSLANDTITLE.COM) OR FAX TO 866-594-2729