



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

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

**SELLER INFORMATION – TRUST**

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

Name of Trust: \_\_\_\_\_ EIN Number: \_\_\_\_\_

Name of Trustee(s): \_\_\_\_\_

**\*\*PLEASE FORWARD A COPY OF THE TRUST DOCUMENTS OR MEMORANDUM OF TRUST FOR OUR REVIEW.\*\***

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

Is Seller currently occupying the property?  YES  NO

If not, Current Mailing Address: \_\_\_\_\_

Will Trustee(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**