



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

SELLER INFORMATION – LLC OR BUSINESS

Your Name: _____ Property Address: _____

Name of LLC/Company: _____ EIN Number: _____

Name of Signer: _____ State of Registration: _____

****PLEASE FORWARD A COPY OF SIGNING AUTHORITY / COMPANY RESOLUTION ALONG WITH THE OPERATING AGREEMENT.****

Phone: _____ Email: _____

Is Seller currently occupying the property? ☐ YES ☐ NO

If not, 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: _____

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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 Jayda@PARTNERSLANDTITLE.COM OR FAX TO 877-784-8571