



Tryon, NC | Wilmington, NC | Greenville, SC | Charleston, SC | Beaufort, SC | Savannah, GA (828)
597-0041 (corporate office)
www.washburnlawpllc.com

REAL ESTATE SELLER'S INFORMATION SHEET

Anticipated Date of Closing: _____

Property Address: _____

Is the property the seller's primary address: Yes No

In no, primary residence address: _____

LISTING AGENT:

Name: _____ Agency _____

Phone: _____ Email: _____

SELLER (S)

Seller 1 Name (FULL incl.Middle matching the ID to be provided to Notary at signing)

_____ SSN (Last 4) _____

Phone _____ Email _____

Seller 2 Name (FULL incl.Middle matching the ID to be provided to Notary at signing)

_____ SSN (Last 4) _____

Phone _____ Email _____

Marital Status _____

Seller Forwarding address _____

Seller Attorney Contact Information _____

Phone _____ Email _____

NOTE: In NC, even a non-owner spouse of the seller must sign the deed and lien waiver.



Washburn Law, PLLC

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HOMEOWNER'S ASSOCIATION

HOA Name _____ Managed by _____

Phone _____ Email _____

PAYOFFS

Lender: _____ Loan # _____

Toll Free Phone _____ Last payment made _____

Lender: _____ Loan # _____

Toll Free Phone _____ Last payment made _____

INVOICES

Please indicate any invoices that will be paid at closing _____

SELLER AGREEMENTS

Repairs to be made by seller: _____

AGENT COMMISSIONS

Listing agent _____% Buyer Agent _____%



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PAYOFF REQUEST

AUTHORIZATION

No Electronic Signatures!!!

Name(s) _____ Loan # _____

Property Address _____

I authorize _____ (lender name) to release my payoff information to Washburn Law, PLLC through email or fax.

If the loan is an equity line or 2nd mortgage, I also authorize the lender listed above to close my account upon receipt of the payoff funds and issue a satisfaction/cancellation to the appropriate Register of Deeds office.

Signature and Date

Signature and Date