



Empire Title of Colorado Springs, LLC
 5755 Mark Dabbling Blvd. Suite 110
 Colorado Springs, CO 80919
 Jami Mares
 Phone: 719-884-5300 Fax 844-302-0399
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SELLER INFORMATION FORM

Property Address: _____
 Full Name(s): _____
 Mailing Address: _____
 Contact Phone No: _____ Email Address: _____

PAYOFF INFORMATION:

1st Mortgage Lender Name: _____ Loan # _____
 Owner/Borrower Name: _____ SS # _____
 Owner/Borrower Name: _____ SS # _____
 2nd Mortgage Lender Name: _____ Loan # _____

*** If the payoff includes a Line of Credit, I/We understand that our account will be closed and no longer available for use.***

ADDITIONAL INFORMATION:

Will you be attending the closing? Yes _____ No _____
 If not, is there a Power of Attorney Yes _____ No _____
 Mail-Out needed? Yes _____ No _____ (Send via Fed Ex _____ or E-Mail _____)

Are you a Colorado Resident? Yes _____ No _____
 If no, you may be subject to a 2% withholding tax, payable to the Colorado Department of Revenue. Please call your closer or agent to discuss

Are you a US Citizen? Yes _____ No _____

Under section 1445 of the Internal Revenue Code, are you considered a resident alien?
 Yes _____ No _____

How would you like to receive your proceeds at closing? **Please check one:**

Title Company Check (free) _____
 Wire transfer \$25.00 _____
 Cashier check \$25.00 _____

If a wire transfer is preferred, please bring a blank voided check and/or wiring instructions to the closing to facilitate funding.

Please complete the following information in regard to your Homeowner's Association and Water and Sewer Service.

Homeowner's Assoc. Name: _____ Phone # _____
 Sub/Condo Homeowner's Assoc. Name: _____ Phone # _____

Do your HOA dues cover Water and Sewer service? Yes _____ No _____ If not, please fill in the following information:

Water Service Company: _____ Phone # _____
 Sewer Service Company: _____ Phone # _____
 Propane Service Company: _____ Phone # _____

Additional info that may be important to us: _____

I herby authorize all lenders to send all information regarding payoff(s) demands, statements, balances, per diem interest, and release/reconveyance documentation to Empire Title of Colorado Springs, LLC to pay the loan in full.

Signature _____ Signature _____

Congratulations on getting a contract on your home! We look forward to working with you. At your earliest convenience, please provide us with the information above, so that we can provide a great closing experience for you. Please either fax or email to us as soon as possible, or if it's more convenient please feel free to drop off at our office.

Thank you!
 Jami Mares – jamimares@etcos.com