

WALTHER TITLE, LLC

5755 North Point Parkway
Suite 202
Alpharetta, GA 30022

(770) 777-4778
Fax (770) 777-4780

Seller(s) Information Sheet

Seller(s) Name:
Buyer(s) Name:
Property Address:

Walther Title, LLC will be handling the closing for the above referenced property. The below information must be filled out and returned to Walther Title, LLC to begin the pre-closing process.

Do we have a deceased owner? Yes or No

Seller(s) Info:

_____ **E-mail Address**

_____ **Best Contact Number**

Seller(s) Forwarding Address: _____

Seller's living outside the state of Georgia may have a 3% withholding tax. However, if this was your primary residence 2 of the 5 last years you are exempt from the withholding tax.

Social security numbers are needed by the payoff lender. We will not be able to order a payoff without this information. Please contact our office to securely provide your social security number.

The payoff will be ordered before closing. Payments that are made may not be reflected on the payoff letter. Please call us if a payment is made 24-48 hours before closing. Funds in your escrow account will be mailed to you after the payoff is received by your lender.

Current Payoff Lender Name: _____

Phone number: _____

Mortgage Loan Number: _____

Will the seller be providing a Termite Bond? Yes or No

If Yes, please have the termite company fax or email a copy of the letter and invoice to 770-777-4780 or joyce@walthertitle.com .

Will the seller be providing a Home Warranty? Yes or No

If Yes, please have the home warranty company fax or email a copy of the warranty and invoice to 770-777-4780 or joyce@walthertitle.com .

Will the seller(s) be attending closing? Yes or No

If No, who will not be here? _____

If a Power of Attorney is needed who will be signing on your behalf?

Circle the answers that apply:

Is this your primary residence for at least 2 out of the last 5 years?	Yes	or	No
Was the residence used for business or rental purposes at any time?	Yes	or	No
Have you sold another principal residence in the past 2 years?	Yes	or	No
Are you currently married?	Yes	or	No
Is this investment property?	Yes	or	No
If yes, do you have a tenant? _____			
Is the seller a Trust?	Yes	or	No
Is this part of a 1031 Exchange?	Yes	or	No
Is this property part of a divorce?	Yes	or	No
Are you currently in Bankruptcy?	Yes	or	No
Is there an active tax appeal?	Yes	or	No

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Seller of Property located at

In order to facilitate the transfer of proceeds from the sale of your home, we ask in advance how you wish to receive your funds.

Elect one option:

_____ I elect to accept a check at closing from Walther Title, LLC's IOLTA Trust Account at closing.

_____ I elect to have funds wired into my bank account. There is a **\$45.00** bank fee for this option.

If opting to have funds wired, please provide us with the name of your financial institution, the wire routing number and your account number.

Name of Financial Institution:

Incoming Wire Routing Number:

Incoming Wire Routing Number is not always the same as the routing number listed on your checkbook. Please verify with your banking institution.

Name on Account:

Print name(s) listed on account exactly as it is listed with your banking institute.

Account Address:

Print address associated with account.

Account Number:

Walther Title, LLC is not liable for any returned wires or fees associated therewith. It is incumbent upon seller to provide accurate information for their account.
