



# Chicago Title

## Closing Information Request Form

Please complete all applicable information (your transaction side) below to allow for streamlined processing of your transaction.

Seller Name

Seller Name

Seller Phone Number

Email

Buyer Name

Buyer Name

Buyer Phone Number

Email

Total Commission

Listing Broker

Selling Broker

Additional Commission/Document Storage

Payable to:

Home Warranty Amount

Payable to:

Please attach or forward invoice at your earliest opportunity

HOA Contact Information

**Please provide completed Mortgage Authorization letter to allow for prompt ordering of payoffs.**

Listing Broker

Phone Number

Email

Selling Broker

Phone Number

Email

Lender

Contact

Phone Number

Email

Miscellaneous Notes

PLEASE SCHEDULE CLOSING FOR:

Date

Time

Chicago Title Office Location

Thank you for choosing Chicago Title. We look forward to closing!