

Title Company Listing Appointment Seller Checklist

Marital History since acquisition of property

Marriage?

Yes No If yes, spouses name _____ date of marriage ___/___/___

Did spouse live in property?

Yes No If yes, include on Contract.

Divorce?

Yes No If yes, County/State _____ when ___/___/___

Death?

Yes No If yes, need copy of Death Certificate.

Is there a Will? Yes No - If yes, was it probated Yes No

How is Title held?

Trust, LLC, Corp., etc.?

Yes No If yes, need copy of Trust Agreement or LLC/Corp. Documents.

Bankruptcy?

Yes No If yes, County/State _____ when ___/___/___

Party to any Lawsuit?

Yes No If yes, please provide details _____

Mortgage Info

Recent Statement?

Yes No If no, need lender's name _____

Phone number _____

Loan number _____

SS# (the title company will need the SS#) _____

Delinquent on Payments?

Yes No If yes, how far behind? _____

Existing Survey?

Yes No Legible? Yes No

Any Changes?

Yes No If yes, describe changes and sketch on another copy _____

Owner's Title Policy?

Yes No

Home Owners Association

HOA?

Yes No If yes, suggest calling HOA to get information on Resale Cert and Transfer Fee Charge

Current?

Yes No

How often Assessed? Yearly Monthly Quarterly

Addresses

List of addresses you have lived in the past 10 years.

Request to open title signed?

Yes No

Q

A Why does the choice of title company matter?
Because Independence Title stands above the rest!

Locally owned and operated in Central Texas

Local title department, licensed in 9 counties

The very best professional problem solvers

Largest independent title agent in Texas

28 branch locations to welcome you

Make us your personal title company!



Independence Title

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