

## BUYER UPFRONT REQUIREMENTS

**Obtaining the following information from your Buyer when writing an offer to purchase is crucial to the completion and timely close of escrow.**

**New Lenders will now require exact fees for disclosure purposes from the opening of escrow to the issuance of the final disclosure.**

Please provide the following information as soon as possible to your Escrow Officer as soon as it is completed by your Buyer:

- A STATEMENT OF IDENTITY** to properly identify you as the Buyer so as to avoid any delays as a result of liens or judgments affecting someone with a similar name.
- BUYER VESTING INFORMATION** (both status and vesting):

**STATUS** (Please mark the appropriate box)

- |  |   |
|--|---|
| <input type="checkbox"/> Husband & Wife                  | <input type="checkbox"/> A Married Woman              |
| <input type="checkbox"/> Wife & Husband                  | <input type="checkbox"/> A Married Couple             |
| <input type="checkbox"/> A Single Man (Never Married)    | <input type="checkbox"/> A Married Person             |
| <input type="checkbox"/> A Single Woman (Never Married)  | <input type="checkbox"/> An Unmarried Man             |
| <input type="checkbox"/> A Single Person (Never Married) | <input type="checkbox"/> An Unmarried Woman           |
| <input type="checkbox"/> A Widow                         | <input type="checkbox"/> An Unmarried Person          |
| <input type="checkbox"/> A Widower                       | <input type="checkbox"/> Registered Domestic Partners |
| <input type="checkbox"/> A Married Man                   | <input type="checkbox"/> Other _____                  |

**VESTING** as

- Community Property
- Community Property With Right of Survivorship
- Joint Tenants
- Sole and Separate Property (If Married or Domestic Partnership, an Interspousal Grant Deed, a Quitclaim Deed, Statement of Information and Appropriate Instructions will need to be Submitted)
- Partnership (Limited or General)
- Corporation (Limited or General)
- Tenancy in Common (Please Give Interest Amounts)
- A Trust (Attach a Copy of Trust Agreement)
- Other \_\_\_\_\_

- HAZARD INSURANCE CARRIER** contact information and quote for the annual premium as soon as possible in order to disclose accurately and prevent any delay in closing.

COMPANY: \_\_\_\_\_  
 AGENT'S NAME: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

- YOUR NAME** – Please print your name exactly as you wish it to appear on record:  
 \_\_\_\_\_

- NEW LOAN INFORMATION** (if you are applying for a mortgage)

NAME OF LENDER: \_\_\_\_\_  
 AGENT'S NAME: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

- BUYER'S PHONE #** \_\_\_\_\_

BUYER'S E-MAIL: \_\_\_\_\_

- IS THE BUYER PLANNING TO LEAVE THE COUNTRY WITHIN THE NEXT 90 DAYS?**

YES  
 NO

- ANTICIPATED CLOSING DATE:** \_\_\_\_\_

**Please note: In order to meet your anticipated closing date, the Buyer's lender will need to disclose all accurate and final fees at least 7 days before the scheduled close date.**

**Please ensure that your escrow officer is in receipt of all fees, credits, and/or charges to/from the seller as soon as possible as any last minute credits for charges will result in re-disclosure and delay in closing.**

PROPERTY ADDRESS: \_\_\_\_\_

ESCROW #: \_\_\_\_\_

AGENT/BROKER: \_\_\_\_\_

**AGENT'S CONTACT INFORMATION:**

OFFICE: \_\_\_\_\_

MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_