

INSTRUCTIONS FOR BUYER INFORMATION FORM

Complete all sections of the Buyer Information Form. Fill in the property address on the first page of the Engagement Letter, review the letter then sign page 2, printing your name(s) on the blanks below the signature lines. Once complete, return to Mark at mark@forquerlaw.com or fax to (704) 498-4878.



ROBERT FORQUER
ATTORNEY AND COUNSELOR AT LAW

110 MATTHEWS STATION ST., STE 1E MATTHEWS, NC 28105. TELEPHONE 704.360.5175

BUYER INFORMATION FORM

FROM: Mark D. Lattimore

Return To: mark@forquerlaw.com

THIS OFFICE WILL BE THE CLOSING ATTORNEY FOR THE PURCHASE OF THE BELOW REFERENCED PROPERTY. PLEASE ASSIST US IN A SUCCESSFUL AND SMOOTH CLOSING BY PROVIDING US WITH THE FOLLOWING INFORMATION AS SOON AS POSSIBLE.

BUYER:	
SELLER:	
PROPERTY ADDRESS:	
ANTICIPATED CLOSING DATE:	CLOSING LOCATION:

BUYER INFORMATION

BUYER MARITAL STATUS:	SPOUSE NAME:
DEED MADE OUT TO:	
BUYER'S PRESENT ADDRESS:	
BUYER'S PRIMARY PHONE NUMBER	

HAZARD INSURANCE INFORMATION

INSURANCE AGENCY:	
INSURANCE AGENT:	AGENT'S EMAIL ADDRESS:
INSURANCE AGENT'S PHONE NO:	
INSURANCE POLICY NUMBER:	

ADDITIONAL INFORMATION:

If this office will NOT be preparing these documents, please include the following information:

ATTORNEY'S NAME:	ATTORNEY'S PHONE NUMBER:
------------------	--------------------------

SPECIAL REQUESTS:
