

KINNEY & HENDRIX, LLC

1815 Osborne Road
St. Marys, Georgia 31558
912-882-5678 (phone)
912-882-3758 (fax)

SELLER INFORMATION FOR CLOSING FORM

Property Address: _____

Seller Name: _____

Primary contact phone number: (_____) _____

Secondary contact phone number: (_____) _____

Forwarding address after closing: _____

Seller email address: _____

Have you ordered a payoff statement from your mortgage lender? _____ If not, please order a payoff statement with a "good through date" of 7 days after the date of closing and have the lender fax it to our office at 912-882-3758 or email to our office at reception@khfirmga.com

Has the property being sold been used as Seller's primary residence for 2 out of the last 5 years? _____

Is the seller a U.S. Citizen? _____

Is the seller a Georgia Resident? _____

Is the seller currently in bankruptcy? _____

Will you be attending closing? _____

****There will be \$100.00 fee to do a mail-away closing for a seller****

If Seller is an entity (corporation, partnership, LLC etc.) please provide:

Tax ID number (EIN) _____

Name of the officer who will be executing documents: _____

Title of the officer who will be executing documents _____

NOTE: If seller is a corporation, a corporate resolution and a corporate seal are required. In addition, corporate authority documents must be reviewed prior to closing. If seller is a trust, the trust documents must be reviewed prior to closing.

Is there a mobile home on the property? _____

If so, do you have the original titles(s) to the mobile homes to bring to closing? _____

HOMEOWNERS ASSOCIATION

Is there a homeowner's association? _____

If so, please provide contact information for the association.

Contact: _____

Phone Number (_____) _____

ADDITIONAL INFORMATION

All sellers must bring a government issued photo ID to closing.

Any required funds due at closing must be delivered by wire transfer.

This completed form should be faxed to 912-882-3758 or emailed to reception@khfirmga.com.

If you have any questions, please do not hesitate to email reception@khfirmga.com