

Date Ordered \_\_\_\_\_

Closing Date \_\_\_\_\_

### GENERAL LAND & TITLE SERVICES

107 S. 3rd St.-Heber Springs, AR 72543 Tele 501-362-7566 Fax 362-8299 Email gltitle@gentitle.com

## TITLE WORK/CLOSING INSTRUCTIONS

Listing Agent: \_\_\_\_\_  
Commission: \_\_\_\_\_%

Selling Agent: \_\_\_\_\_  
Commission: \_\_\_\_\_%

#### SELLER(S):

Close by: E-Mail  / In Person  / Mail  Married:  / Single:

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Payoff: \_\_\_\_\_ Last 4 of SS#: \_\_\_\_\_

Tele#: \_\_\_\_\_ Loan#: \_\_\_\_\_

#### BUYER(S):

Close by: E-Mail  / In Person  / Mail  Married:  / Single:

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

#### PROPERTY DESCRIPTION:

Legal: \_\_\_\_\_

Property Address: \_\_\_\_\_

SALES PRICE \$ \_\_\_\_\_

LOAN AMOUNT \$ \_\_\_\_\_

FINANCING BY: \_\_\_\_\_

Realtor/Customer to order the items below. Please provide name of company ordered from.

WARRANTY \_\_\_\_\_ TERMITE \_\_\_\_\_

PERC TEST \_\_\_\_\_ SURVEY \_\_\_\_\_

MISC INFO: \_\_\_\_\_

GL&TS: TI \_\_\_\_\_ Wkup \_\_\_\_\_ Close \_\_\_\_\_ New File # \_\_\_\_\_