



New Brighton	651-638-1900	Eagan	651-905-7007	Little Canada	651-482-7731
fax	651-638-1994	fax	651-905-7017	fax	651-482-7931
Apple Valley	952-997-3044	Eden Prairie	952-259-0003	Maple Grove	763-201-1030
fax	952-997-2556	fax	952-259-0004	fax	763-201-1031
Coon Rapids	763-323-3677	St. Paul	651-695-7360	Stillwater	651-558-9158
fax	763-323-0022	fax	651-287-2440	fax	651-558-9159

**AGENT CLOSING INFORMATION**

Sale Price \$ \_\_\_\_\_ Closing Date (as per PA) \_\_\_\_\_  
 Anticipated Closing Date \_\_\_\_\_ Closing Preference  AM  PM \_\_\_\_\_

Property Address \_\_\_\_\_  
 City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Seller's Name \_\_\_\_\_ Buyer's Name \_\_\_\_\_  
 SSN \_\_\_\_\_ SSN \_\_\_\_\_  
 Seller's Name \_\_\_\_\_ Buyer's Name \_\_\_\_\_  
 SSN \_\_\_\_\_ SSN \_\_\_\_\_  
 Current Add. \_\_\_\_\_ Current Add. \_\_\_\_\_

Phone: \_\_\_\_\_ Work \_\_\_\_\_ Phone: \_\_\_\_\_ Work \_\_\_\_\_

Married  Single  Divorced  Widowed  Married  Single  Divorced  Widowed

Is this a Townhouse/ Condo?  Yes  No Association \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ Blanket Insurance  Yes  No

Legal Description \_\_\_\_\_  
 Abstract Location of Abstract \_\_\_\_\_ PID#: \_\_\_\_\_  
 Torrens Certificate Number \_\_\_\_\_

New Mortgage Company \_\_\_\_\_  
 Loan Officer \_\_\_\_\_ Processor \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

**PAYOFF INFORMATION:**

Existing Mortgage Company (Sellers) \_\_\_\_\_  
 Loan Number \_\_\_\_\_ Phone Number \_\_\_\_\_  
 2nd Mortgage Company \_\_\_\_\_  
 Loan Number \_\_\_\_\_ Phone Number \_\_\_\_\_

**REAL ESTATE AGENT INFORMATION:**

Listing Company \_\_\_\_\_ Selling Company \_\_\_\_\_  
 Listing Agent \_\_\_\_\_ Selling Agent \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Real Estate Closer \_\_\_\_\_ Mortgage Closer \_\_\_\_\_  
 Title Company \_\_\_\_\_ Title Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Commission \_\_\_\_\_ % of \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 Earnest Money \$ \_\_\_\_\_ Paid To: \_\_\_\_\_  
 Broker Administrative/Compliance Fee? \$ \_\_\_\_\_  Buyer  Seller  
 Split Commission at Closing?  Yes  No Listing % \_\_\_\_\_ Selling % \_\_\_\_\_

**Please Fax Closing Worksheet along with items listed below to the Closing Department at Land Title, Inc.**

- Completed Purchase Agreement w/ Addendums
- Exclusive Right to Represent
- Copy of Earnest Money Check
- Net Sheet (*Listing Agent Only*)