

Address: _____



2000 E Edgewood Drive Suite 107, Lakeland, FL 33803
Office 863.614.0070 | Fax 863.937.6875

Congratulations on your new contract, we are so excited and are looking forward to working with you. To get our file started, we will need a little information from you, please fill in the blanks below and return the form to us either by fax or email.

Seller Information

Seller Name(s) _____

Sellers Phone Number: _____ Seller Email: _____

Is there an HOA? Yes / No If yes, please provide a phone number/email address _____

Will this be a mail away? Yes / No (If yes there will be a \$125 Mobile Notary Fee charged on the CD)

Is there a mobile home on the property? Yes / No

If yes does the seller have the original titles? Yes / No

Real Estate Agent Information

Sellers Agent Name: _____ License Number: _____

Sellers Agent Phone: _____ Email: _____

Additional Emails/contact people that should be included in any correspondence: _____

Realty Company: _____ License Number: _____

Commission Breakdown

Sellers Agent Commission: _____ Buyers Agent Commission: _____

Total Commission: _____

Are you charging an MLS Fee? Yes / No If yes, how much? _____

Are you charging the seller an additional fee? Yes / No If yes, how much? _____

ie: Broker Transaction Fee, Broker Only Commission

Your United Title Group of Lakeland Contacts:

- Dawn Holcomb - Owner/Manager - Dawn@utglakeland.com
- Kim Dowling - Closer - Closers@utglakeland.com
- Megan Smith - Closer - megan@utglakeland.com
- Deva Manibusan - Closer - deva@utglakeland.com
- Sekira Brooks - Closer - sekira@utglakeland.com
- Erin Chartier- Closer- erin@utglakeland.com
- Samantha Hamlin - Post Closing - samantha@utglakeland.com
- Carol Jacobs - File Intake - carol@utglakeland.com