



Request for Title Insurance & Closing Information

Ordered By: _____ Previous File #: _____

Company: _____ Name: _____

Phone: _____ Email: _____

Sellers: _____

Address: _____

Phone: _____ Email: _____

Listing Agent: _____ Agent Phone: _____

Buyers: _____

Address: _____

Phone: _____ Email: _____

Selling Agent: _____ Agent Phone: _____

Cash New Loan New Construction | 1031 Exchange Mobile Home w/Lien or have Title

Sales Price: \$ _____ Earnest Money: \$ _____ Held By: _____

Realtor Commission: Listing Side _____ Selling Side _____ Sales Tax _____ %

Transaction/Compliance Fee: From Seller \$ _____ From Buyer \$ _____

Referral Commission: YES NO _____ % from Listing Side Selling Side

If Yes – Office Name/Address: _____

SoDak Title Closing Fee Paid By: Seller Buyer Split 50/50

Survey: Existing Attached New Survey to be Ordered Survey Paid By: Seller Buyer

Warranty Deed:

SoDak Title to Order - Please Complete & Attach Seller/Buyer Deed Info Sheets

Listing Office to Order - Attorney: _____ Cost \$ _____

Homeowners Association Information: HOA Fee: \$ _____ Annual Monthly

HOA Contact Name/Phone: _____

Special Instructions/Additional Fees/Unpaid Bills to Pay at Closing:

