



**CHOICE SETTLEMENT GROUP, LLC**  
**BUYER(S) INFORMATION FORM**

Name(s): \_\_\_\_\_  
\_\_\_\_\_

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

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

Office No.: \_\_\_\_\_ Other No: \_\_\_\_\_

EIN: \_\_\_\_\_ Email Address: \_\_\_\_\_

Buyers(s) Representative Contact Information:

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**New Lender Information**

Lender Name: \_\_\_\_\_

Loan Officer Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**Hazard Insurance Information**

**(Please complete or provide a copy of the declaration page of the policy)**



## CHOICE SETTLEMENT GROUP, LLC

Company Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_ Policy#: \_\_\_\_\_

**Please answer the following questions:**

- a. Will this be rental property? yes: \_\_\_\_\_ no: \_\_\_\_\_
- b. Is the Company a Maryland Resident/Entity? yes: \_\_\_\_\_ no: \_\_\_\_\_
- c. Would you like your settlement proceeds wired? \_\_\_\_\_ if "yes" please be advised there is a \$50.00 bank wire fee, per wire.
- d. Please fax/email all Corporate/LLC documents prior to Settlement, to include the Letter of Good Standing for the State the Corp./LLC is organized under. Operating Agreement, Articles of Incorporation, Tax Id Number and Resolution letter.
- e. Any Special requirements and/or instructions please list or fax/email Instructions to neworders@choicesettlement.net

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- f. Do you want a House Location Survey? \_\_\_\_\_ yes \_\_\_\_\_ no  
(Please note the lender may require survey exceptions to be removed from the final loan title policy, in those situations a survey will need to be obtained)

**NOTE: We only accept certified funds for closing where the buyer's funds to close does not exceed \$5,000.00(ex., Cashier's Check), otherwise we require the funds to be wired. Additionally, on all Cash Purchases, we require the buyers funds to be wired. Please call or email us for wiring instructions . We suggest that you always call to obtain verbal confirmation of the wiring instructions prior to sending wires.**



## CHOICE SETTLEMENT GROUP, LLC

Real Estate Agent Name: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_

Broker License #: \_\_\_\_\_ Broker NMLS#: \_\_\_\_\_

Agent License #: \_\_\_\_\_ Agent NMLS#: \_\_\_\_\_

Total Commission %: \_\_\_\_\_ %

Adim/Flat Fee: \_\_\_\_\_

**Other pertinent information pertaining to this transaction:**

\_\_\_\_\_

Please email or fax the requested information to **301-574-4334** or **email it to [neworders@choicessettlement.net](mailto:neworders@choicessettlement.net)**. And as always do not hesitate to contact us with any questions at **301-574-4333**.

***Thank you in advance; we look forward to working with you!***