



SLEPIAN, SCHWARTZ & LANDGAARD
ATTORNEYS AT LAW

Closing Checklist for Sellers

Prior to Closing, we will need from you:

- Names of all parties on the title to the property
- Homeowners Association contact information, including contact name, address and telephone number
- All payoff information, including contact information for each loan, account numbers and Social Security numbers for all parties on the loan, and the completed Seller Authorization Form and Seller Information Form.
- Copies of invoices for any repairs that are to be paid [by our firm] at Closing
- Copy of the Termite Letter
- Your forwarding address, Social Security number and telephone number
- Copies of any relevant Wills, Trusts, Powers of Attorney or Corporate Documents related to the Seller

Please bring the following to your Closing:

- Photo identification for all parties on Title (Please Note: the name on I.D. must match the name on the Title to the Property)
- The Original Termite Letter
- Any Home Warranty information, if applicable
- Copies of invoices for any repairs, if applicable
- Keys and/or garage door openers to the property
- If a Power of Attorney is to be used, and has been prepared or approved by our Office, the Original executed Power of Attorney (Please Note: the original Power of Attorney must be retained by Slepien, Schwartz & Landgaard after the Closing to be recorded on the Deed Records)