



VILAS TITLE SERVICE, INC.

133 E. Division Street • P.O. Box 1177 • Eagle River, WI 54521

Phone: 715-479-4070 or 715-479-6263 • Fax: 715-479-2944 • www.vilastitle.com • Email: vtstitle@newnorth.net

CLOSING INFORMATION CHECKLIST

LISTING COMPANY/AGENT: _____

SELLING COMPANY/AGENT: _____

TRANSACTION (SELLER/BUYER): _____

CLOSING DATE: _____ TIME: _____ PLACE: _____

CONTRACT DATE: _____

SELLER PRESENT: YES NO

BUYER PRESENT: YES NO

SALE PRICE _____ EARNEST MONEY: _____ COMMISSION: _____

PROPERTY LOCATION: _____

PRIOR EVIDENCE OF TITLE: _____

BUYER'S LENDER INFORMATION

LENDER: _____ CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SELLER INFORMATION

NAME: _____

ADDRESS: _____

ADDRESS AFTER SALE: _____

PHONE: _____

SOCIAL SEC #: _____

EMAIL: _____

ATTORNEY: _____

MARITAL STATUS: _____

SELLER'S PRIMARY RESIDENCE: YES NO

LOT SIZE/ACRES: _____

WATER FRONTAGE: _____

SELLER'S LENDING INFO: _____

PHONE: _____

LOAN NO.: _____

*Attach seller's signed authorization to release payoff letter to Vilas Title Service, Inc.

SELLER'S ADDT'L CHARGES: _____

BUYER INFORMATION

NAME: _____

ADDRESS: _____

ADDRESS AFTER SALE: _____

PHONE: _____

SOCIAL SEC #: _____

EMAIL: _____

MARITAL STATUS: _____

ATTORNEY: _____

TAKING TITLE AS: _____

BUYER'S ADDITIONAL CHARGES:

*Please attach signed Offer To Purchase.

