

**Listing Appointment Questionnaire**

**Are your mortgage payments current?**  Yes  No

**Has your lender begun foreclosure proceedings?**  Yes  No

*- Request copies of the lender's notification letters*

**Are there any Judgment, IRS, and/or State Tax liens filed against you?**  Yes  No

**Have you recently filed Bankruptcy?**  Yes  No

Chapter  7 or  13

Bankruptcy Attorney contact info:

(name) \_\_\_\_\_ (phone number) \_\_\_\_\_

**Have you married or divorced since buying the home?**  Yes  No

Married – new spouse's full name: \_\_\_\_\_

Divorced – *will need copy of divorce decree*

**Are you a US citizen?**  Yes  No

If no, what is listing price of the home \$ \_\_\_\_\_

**Did you acquire property as an heir/devisee of an estate?**  Yes  No

Who died \_\_\_\_\_

When \_\_\_\_\_ Where \_\_\_\_\_

**Has any spouse/co-owner died since buying the home?**  Yes  No

Name \_\_\_\_\_ When \_\_\_\_\_

*- Will need copy of death certificate*

**Do you own the property as a Trustee of a Trust?**  Yes  No

*- Will need copy of Trust Agreement or Certification*

**Will you be present for closing?**  Yes  No

If no – POA or mail out?

*- If POA – RTEC will prepare at no cost*

**Did you acquire the land by more than one Deed (purchase)**  Yes  No

What is total acreage to be conveyed \_\_\_\_\_ Acres

**Is this a sell-off of a larger tract of land?**  Yes  No

*If yes – need copy of new survey*

What is total acreage to be conveyed \_\_\_\_\_ Acres

**Are there any access issues (joint driveway; crossing another's property)?**  Yes  No

**Is this property a mobile or modular home?**  Yes  No

**Helpful Documentation:**

Copy of your prior title insurance policy

Copy of the Prior Deed (or deeds if property was acquired through more than one conveyance)

Prior survey

Copy of the Most Recent Tax Bill

Seller's Payoff Info, including Home Equity Lines of Credit

Please forward this questionnaire and any supporting documentation to your local Realty Title branch as soon as possible so we may assist you in clearing any potential title issues.