

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.