

File Number _____

Is there a previous survey on the subject property? Yes _____ No _____ (Please fax a copy **and** return an original to us by mail or hand delivery)

Have you (or previous title holder) made any changes to the subject property since the previous survey described above? Yes _____ No _____, if yes can you provide a new survey to our office.

Will you sign an affidavit at closing indicating that there have been NO CHANGES since prior survey described above? Yes _____ No _____

Is there any type of manufactured housing (i.e. single wide, double wide, or modular home construction) located on the subject property? Yes _____ No _____

If yes, has a title been issued from the Department of Motor Vehicles for the home? Yes _____ No _____

If yes, have you contacted the DMV to determine if the title has been retired? Yes _____ No _____

Is the termite report a seller expense? _____ If so, who will be doing the inspection? _____
Cost? _____

Was an infestation noted during termite inspection? Yes _____ No _____

Will all Sellers be attending closing? Yes _____ No _____

If all sellers are not attending who will act as seller's Power of Attorney, if needed? _____

If Power of Attorney already exists, a copy MUST be forwarded to us for review PRIOR TO CLOSING.

If a Power of Attorney does not exist and you need one prepared we will be pleased to do so, please contact us immediately to arrange this.

Is there fuel oil/propane to be measured? _____ If so it must be measured and a bill provided PRIOR TO CLOSING.

Is Certificate of Occupancy inspection required? Yes _____ No _____, If so, please fax a copy of the CO to our office PRIOR to closing. If one is not provided, we will presume that you will be providing this to the Buyer outside of closing. Also, if any repair bills need to be obtained, we will presume they are being handled outside of closing unless you present them to us for inclusion in the Settlement Statement, if desired, prior to closing.

Will there be any repairs performed on the home? Yes _____ No _____

Are we to collect and pay for any repairs at closing? Yes _____ No _____

If so, please list _____
_____ Cost? _____

Are you providing a Home Warranty? _____, Has this home warranty been ordered? Yes ___ No ___ If it has been ordered, what is the name of the home warranty company? _____ The confirmation number? _____ and the amount to be collected on the Settlement Statement, if any? _____. (Please note, if we are not presented with a home warranty bill, our office will presume that this home warranty is being ordered by you and settled outside of closing; or, if we are given a verbal amount to collect, you will be given a check to forward.)

File Number _____

If this property is subject to homeowner/road maintenance assessments, the name and telephone number of the Treasurer of that association is: _____

(Please note, our office will prorate the association dues as if they have been paid pursuant to the information provided in the contract. If you have knowledge of delinquent association dues, please notify our office prior to closing. Also, many association treasurers work and are not available during office hours at their home telephone number. If so, it may be incumbent upon you to contact them or provide us their work number to obtain a written statement for your client from the association that the dues are paid current. Please obtain this and provide it to our office prior to closing.)

The amount of the Deposit held by you is \$_____ which will be coming to closing? Yes____ No____

What is your marital status? _____ If you are married, Under North Carolina Law, both you and your spouse must attend closing or provide satisfactory evidence to attorney of spouses's recorded release of any marital interest. Unless you advise us otherwise, we will assume all the sellers and spouses will be coming to closing.

Please provide us with any charges for repairs, etc. to be collected or out of pocket expenses to be reimbursed to you.

When completed, please fax this information to byratnam at 828-258-1305 as soon as possible. Or mail it to Goosmann Rose, P.A. 77 Central Avenue Ste H Asheville NC 28801

***If you feel you would benefit from reviewing the specifics of your closing documents prior to closing, please call our office to set up a time to come in to do so, otherwise, we can email all documents to you for viewing prior to closing if desired.*

DIRECT DIAL NOS:	George F. Goosmann, IV-350-3777	John R. Rose-350-3766
	William K. Reed-350-3788	Phillip C. Price-350-3799
	Russ Farmer-350-3782	Cathy Robinson-350-3770
	Laura Rice-350-3778	Iris Bradley-350-3767
	Jennifer Garrison-350-3786	Jan McGlohon-350-3768
	Ronda Warren-350-3781	Elizabeth Balkcom-350-3765
	Melissa Dover-350-3784	Sharon Rathbone-350-3769
	Sandra Underwood-350-3779	Christina Aardema-350-3796
	Ronda Barton-350-3783	Veronica Colvard-350-3785
	Cynthia McCullers-350-3780	Alla Bruyaka-350-3773

