

# Title & Closing Intake Form

MLS #: \_\_\_\_\_

Contract Date: \_\_\_\_\_

Intranet reporting: \_\_\_\_\_

## PROPERTY

### ADDRESS


**BROKER:** NextHome | Norris & Company Realty

**CO-OP BROKER:** \_\_\_\_\_

REPRESENTING:  SELLER(S)  BUYER(S)  DUAL AGENT  MAIL AWAY

## TRANSACTION INFO:

\_\_\_\_\_

 **FINAL SALE PRICE:** \$ \_\_\_\_\_  
**TARGET CLOSE DATE:** \_\_\_\_\_

## TITLE COMPANY / ATTORNEY

Title Co: \_\_\_\_\_

Location: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## LOAN:

Mortgage Co: \_\_\_\_\_

Lender Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## OTHER \$: EMD

Deposit Amt: \_\_\_\_\_ 2nd Deposit: \_\_\_\_\_

Held By: \_\_\_\_\_

## LEAD SOURCE:

REFERRAL FORM  W-9  
 ZILLOW  PAST CLIENT  
 REALTOR.COM  NEXTHOME \$ \_\_\_\_\_ %

## TERMITE:

## SURVEY

No Termite  To be ordered  
 Buyer Orders  Seller Orders  
 No Survey  Buyer Pays  Seller Pays

## CLIENT INFO:

### SELLER INFO:

Name(s): \_\_\_\_\_

Email(s): \_\_\_\_\_

Phone: \_\_\_\_\_

Other Info: \_\_\_\_\_

### BUYER INFO:

Name(s): \_\_\_\_\_

Email(s): \_\_\_\_\_

Phone: \_\_\_\_\_

Other Info: \_\_\_\_\_

### LISTING AGENT INFO:

Name: \_\_\_\_\_

Email/Ph: \_\_\_\_\_

**Split:** \_\_\_\_\_ **Transaction Fee \$**

### BUYER'S AGENT INFO:

Name: \_\_\_\_\_

Email/Ph: \_\_\_\_\_

**Split:** \_\_\_\_\_ **Transaction Fee \$**

