

THINGS TO KNOW BEFORE CLOSING

SELLER TIPS



- ▶ Provide a copy of current U.S. Government Issued Picture ID (Drivers License / ID Card , US Passport, US Military ID, or a Mexican Passport)
- ▶ Provide fully completed Customer Information Sheet
- ▶ Provide Marital Status from the date property was acquired thru the present time; if any changes in Marital Status, supporting documents to review (ie, divorce decrees, probate document, etc.)
- ▶ Provide current mortgage information and written authorization to allow Valley Land Title Co. to secure a payoff statement
- ▶ Provide last 4 numbers of social security number (The full social security number will be required at closing for 1099 IRS reporting)
- ▶ Immediate notice to Buyer, Buyer's agent and Valley Land Title Co. if you are a Foreign National
- ▶ Copy of existing survey and T-47 Survey Affidavit, if you have agreed to provide under the contract
- ▶ Copies of formation documents, active standing certificate, and resolution, to review, if not selling individually as natural persons
- ▶ Copy of a Current Certification of Trust or full Copy of Trust and any amendments to the Trust, if hold title as Trustee of a Trust
- ▶ Advance notice if you will not be signing in person at Valley Land Title Co. and mobile notary arrangements or Remote Online Notary arrangements and appointments need to be made
- ▶ Power of Attorney, if a Power of Attorney will be used, to review prior to closing to see if acceptable
- ▶ Your wiring instructions, if you will be requesting net proceeds of sale in the form of a wire to your bank



www.ValleyLandTitleCo.com

This material should not be used in place of legal, accounting or professional advice. This material is for informational and educational purposes. If you are in need of an experts advice a competent professional should be sought. Valley Land Title Co. makes no representations or warranties that such information is still accurate or current. Valley Land Title Co. is here to serve you and our community. If you have any further questions please contact one of our four branches.