

Radey & Doyle, PLLC
1001 East Blvd.
Charlotte, North Carolina 28203

TO:

FROM:

COMPANY:

DATE:

FAX NUMBER:

TOTAL PAGES W/COVER:

704-332-1084

BUYER ADDRESS

DATE OF CLOSING:

Buyer:

BUYER INFORMATION SHEET

PLEASE RETURN WITHIN 48 HRS
to ensure a smoothclosing for your client

Please provide as much of the following information as you can and fax it back to me **as soon as possible**. (Whatever information you are unable to provide now, I will get from the other realtor.)

BUYER NAME:

PROPERTY ADDRESS:

PURCHASE PRICE:

\$ _____

DEPOSIT:.

\$ _____ with _____ Agent

SELLER NAME:

CONTACT #:

BUYER'S AGENT NAME:

REALTY COMPANY:

TELEPHONE #:

FAX #:

COMMISSION %:

LISTING AGENT NAME _____
REALTY COMPANY _____
TELEPHONE # _____
FAX # _____
COMMISSION % _____

LOAN AMOUNT: \$ _____

LENDER/CONTACT INFO: _____

HOMEOWNERS INS. AGENT & PHONE : _____

SURVEY: **YES** or **NO**

*** YOU MUST CIRCLE "YES" AND FAX BACK, IF YOU DESIRE A SURVEY!
* WE WILL NEED AT LEAST 10 BUSINESS DAYS FROM RECEIVING THIS FORM,
TO GUARANTEE A SURVEY AT CLOSING.**

BUYER IS: UNMARRIED MARRIED SEPARATED DIVORCED

BUYER(S) WILL ATTEND THE CLOSING? YES or NO

***if 'NO,' buyers MUST contact the paralegal immediately to execute a Power of Attorney OR make other arrangements**

Our office should expect invoices for the following:

Home Inspection Structural Inspection Pest Inspection
Repairs Home Warranty Homeowners Insurance

Other: _____

****PLEASE FAX OVER INVOICES TO BE PAID AT CLOSING AS YOU RECEIVE THEM****