

HERITAGE PARKE TITLE, LLC

102 Heritage Parkway

P.O. Box 31

Nappanee, Indiana 46550

Telephone (574) 773-4146

Facsimile (574) 773-3152

Title Insurance/Search Order

Type of order (circle one): **Owner Policy** **Simultaneous Owner and Loan Policies**
 Mortgagee Policy **Construction Loan Policy**
 Search Report **Other: Specify _____**

Ordered By (referral): _____ **@** _____

Phone #: _____ **Fax#** _____

Order category: **Residential Resale** **Residential Refinance** **Pre-list**
 1031 exchange **New Construction** **Commercial Refinance**
 Commercial Sale

Date Ordered: _____

Estimated Closing Date: _____

Sellers Realtor: _____ **@** _____

Phone #: _____ **Fax#** _____ **Cell #** _____

E-mail _____

Buyers Realtor: _____ **@** _____

Phone #: _____ **Fax#** _____ **Cell #** _____

E-mail _____

NOTES:

Buyer(s): _____ **SS#:** _____

Buyer relationship: _____

Buyer(s) Address: _____

Buyer Telephone #: _____ **Cell Phone #** _____

E-mail: _____

Will this be Buyer's primary residence? ____ **Yes** ____ **No**

Seller(s): _____ **SS#** _____

Seller(s) relationship: _____

Seller Address: _____

Seller Telephone #: _____ **Cell Phone #:** _____ -

E-mail: _____

Sales Price: _____

Earnest \$: _____ **Held By:** _____

Loan Amount: _____

Lender Name: _____

Lender Address: _____

Lender Telephone #: _____ **Lender Fax #** _____

Lender E-mail: _____

Loan #: _____

Property County: _____

Property Township: _____

Short Legal Description: _____

Property Type (circle one): **Single Family Residence** **Vacant Land** **Commercial**
 Condo/Townhome **New Construction**

Parcel No.: _____

Miscellaneous Information

Heritage Parke Title to Prepare Deed: _____no _____yes

Prior Policy:_____no _____yes-attached

Heritage Parke Title, LLC to close _____ NO _____ YES

Estimated Closing Date: _____

Commission: _____

Ernest Money: _____ Held By: _____

Survey: _____No _____Yes

HPT to order? _____No_____Yes- Staked/Unstaked/Location Report-through _____

Pest Inspection: _____No _____Yes

HPT to order? _____No _____Yes-through _____

Well/Septic Inspection: _____No _____Yes

HPT to order? _____No _____Yes- through _____

Whole house Inspection: _____No _____Yes

HPT to order? _____No _____Yes- through _____

Payoffs: _____No _____Yes-

HPT to order? _____No _____Yes- through: _____

_____ A/C#: _____

Other: _____

Thank-You!