Checklist for a successful closing

Avoid problems at your closing by using this simple checklist.

☐ Fill out your closing control sheet.

☐ Provide payoff information from the seller.

☐ Provide Social Security numbers to eliminate additional requirements. This often is necessary when ordering payoffs.

☐ Is there a homeowners’ association? If so, please provide its name and number. Is there a sub-association?

☐ Is there an estate/trust? Is there an attorney?

☐ Have one of the sellers passed away? Were they in title as joint tenants or tenants in common?

☐ Provide all amend/extends and counterproposals.

☐ Provide the inspection resolution. Are there any items to be credited or escrows to be held?

☐ Is this going to be a mail out to the buyer or seller?

☐ Commission Disbursement: are you holding, withholding or bringing earnest money to closing?

☐ Power of attorney? Let us know.

☐ Is this a 1031 exchange and, if so, what is the name of the company?

Contact us for more information on the escrow process, title insurance and to find out why Stewart is the right underwriter for you.