

Grand Rapids 616-884-2220 · **Lakeshore** 616-743-8060 · **Hastings** 269-798-7100**1 ORDER**

Date ordered _____ Estimated closing date _____

2 ORDERED BY

Name / company _____

Address _____

Phone _____ Email _____

I am the ☐ Buyer ☐ Seller ☐ Lender ☐ Real estate agent ☐ Attorney ☐ Other: _____**3 PARTIES**

Buyer / borrower _____

Buyer address _____

Seller / owner _____

4 PROPERTY

Property address _____

City / township _____ County _____

Parcel number(s) _____ ☐ Multiple parcels**5 TRANSACTION**Type ☐ Purchase ☐ Refinance ☐ Land contract ☐ Title search ☐ Other: _____Policy needed ☐ Owner's policy ☐ Lender's policy ☐ Both

Sales price _____ Loan amount _____

Lender _____ Loan / case no. _____

6 CONTACTSLender contact *(if different from above)*

Real estate agent

☐ Selling agent ☐ Listing agent

Name _____

Name _____

Phone _____

Phone _____

Email _____

Email _____

7 SPECIAL INSTRUCTIONS
