



Borrower Information

Please print clearly. This information is used to prepare documents.

Borrower One

Borrower Two

Social Security Number

Social Security Number

Marital Status

Marital Status

Relationship between borrowers: Spouses

Other (*please describe*) _____

Phone Number

Phone Number

Email Address

Email Address

Property Address: _____

Mailing Address if different than the property address: _____

Will all borrowers be present at closing? YES NO

It is essential that all parties be present. If this is not possible, please contact us immediately. If you plan to use an existing and current Power of Attorney, it must be reviewed by our Attorney and your Lender for validity for this transaction. Our office can also prepare one for you at an additional cost of \$100.00.

Is anyone on title currently incapacitated (dementia, Alzheimer's, mentally disabled)? YES NO

Does each borrower have a government-issued, unexpired photo ID to present at closing? YES NO

Secure electronic copies of documents will be provided. If you prefer paper copies, please indicate here: _____



CORNERSTONE TITLE, LLC
we close for you.

Payoff Authorization

Mortgage(s) or Home Equity Line of Credit

Borrower One

Social Security Number

Borrower Two

Social Security Number

Property Address: _____

First Mortgage:

Lender Name: _____

Account Number: _____ Phone: (____) _____ - _____

Second Mortgage (or home equity line of credit):

Lender Name: _____

Account Number: _____ Phone: (____) _____ - _____

Please DO NOT access, pay off or close any home equity loans during the closing process as delays in closing may result. Additionally, upon closing, any existing home equity loan account will be closed, and you will no longer be able to retrieve funds from the account.

I/We hereby provide Cornerstone Title, LLC (any employee thereof) with authorization to obtain any necessary payoff(s) relative to the sale of the above referenced property. I/We further authorize Cornerstone Title, LLC to correspond directly with the above referenced entities, their successors and/or assigns regarding the above referenced accounts, at any time.

Signature

Date

Signature

Date

***PLEASE NOTE: FHA loan payoffs must include interest calculated through the entire month.

Please return completed form to:

**Cornerstone Title, LLC
1 Greenleaf Woods Suite 201
Portsmouth, NH 03801**

**Email: info@cornerstoneonline.net
Fax: (603) 766-8122
Phone: (603) 766-8121**