

**CASH BUYER INFORMATION**

**Please complete all information and mail or fax back to 603-488-0148**

How would you like your name(s) to appear on the deed?

Name: \_\_\_\_\_ Name: \_\_\_\_\_

SS #: \_\_\_\_\_ SS#: \_\_\_\_\_

Current Address: \_\_\_\_\_ Current Address: \_\_\_\_\_

\_\_\_\_\_

Home Tel. #: \_\_\_\_\_ Home Tel. #: \_\_\_\_\_

Work Tel. #: \_\_\_\_\_ Work Tel. #: \_\_\_\_\_

Cell Tel. #: \_\_\_\_\_ Cell Tel. #: \_\_\_\_\_

Marital Status (Check One):

Married to each other

Unmarried

Married to another

Marital Status (Check One):

Married to each other

Unmarried

Married to another

How would you like to hold title on the deed?

Joint tenants with rights of survivorship **\*\*or\*\***  Tenants in common **\*\*or\*\***  As an individual

Will the property you are purchasing be your: primary residence \_\_\_\_ second home \_\_\_\_ investment \_\_\_\_

Will all Buyers be in attendance at closing? YES \_\_\_\_ NO \_\_\_\_

If not, please call this office as soon as possible.

If you would like your Settlement Statement faxed or e-mailed to you prior to closing, please provide us with the information as follows:

E-mail address: \_\_\_\_\_ fax no: \_\_\_\_\_

You will need to obtain a bank or certified check for any funds needed to close. \*The check should be made payable to Broker's Title & Closing, LLC.

\*Personal checks are not accepted.

**It is the policy of our office to require cash buyers to purchase owner's title insurance. See explanation attached.**

THANK YOU FOR YOUR ASSISTANCE. WE LOOK FORWARD TO A SMOOTH CLOSING. IF WE CAN ASSIST IN ANY WAY, PLEASE CALL US AT TOLL FREE 1-866-305-1414 OR 1-603-434-1414. WE ARE LOCATED AT ONE VERANI WAY, LONDONDERRY, NH 03053.

Broker's Title, like most other companies, requires that a cash purchaser buy an owner's title insurance policy for many reasons, some of which are:

- ✓ As the title agent, we stand behind our work. However, title examinations are complex. Not only are we concerned that we not miss anything within the volumes of recorded documents, we must also rely on the accuracy of the record-keeping.
- ✓ Broker's Title has been in business for 16 years, and we intend to continue into the foreseeable future. However, the title insurance companies are national insurance agents who have been in the title business for well over 100 years.
- ✓ Broker's Title carries an E&O policy with insurance for \$1M per occurrence. The national title insurance companies are required to carry reserves in the millions to cover any claims that come in.
- ✓ Lenders require that borrowers cover the loan amount to reduce the lender's exposure because the bank wants insurance to protect their interest. Cash buyers have the largest exposure and no other title policy to lean back on.
- ✓ Broker's Title and our title insurance underwriters team up to provide buyers with the best protection that the customer is protected against any claim of title that may happen.

Disclosure of Non Representation

Broker's Title & Closing, LLC is serving as settlement agent with regard to the above-referenced transaction in order to provide title insurance.

The undersigned hereby acknowledge, confirm and understand that Broker's Title & Closing, LLC is serving solely as the settlement agent with regard to the above-referenced transaction.

Each of the parties to the above-referenced transaction acknowledge, confirm and understand that neither Broker's Title & Closing, LLC, nor any attorney or employee of Broker's Title & Closing, LLC, is serving as an attorney for any of the parties to the above-referenced transaction.

Dated: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Things to Remember**

### **Title Insurance:**

We want you to know in advance that your settlement charges will include the cost of an Owner's title insurance policy. Title insurance is mandatory coverage that protects the bank's interest in your property against loss caused by defects in the title. We attach a brochure that explains Owner's title insurance in detail.

### **Real Estate Taxes:**

You are responsible for real estate taxes from the closing date to the end of the current tax period. Taxes in New Hampshire are generally paid semi-annually in July and December. The tax period is a fiscal year and not a calendar year and runs from April 1st to March 31st of the next year. The July tax bill covers 4/1 to 9/30, and the December bill covers 10/1 to 3/31. Further, the July tax bill does not reflect the actual year's tax rate. The tax rate is determined in October and reflected in the December bill every year. The July tax bill is one-half of the previous year's taxes, and if your closing happens prior to the determination of the year's tax rate, there may be further proration between buyer and seller in December.

### **Transfer Tax:**

New Hampshire has a transfer tax on every conveyance of real estate. This tax is at the rate of \$15.00 per thousand of the sales price, split between you and the buyer. For example, a \$200,000 sales price would have transfer tax in the amount of \$3000 - \$1500 from the buyer and \$1500 from seller. Transfer tax, as with all fees, will be shown on the final HUD I Settlement Statement and subtracted from your proceeds. We will handle all disbursements. You will not need to write personal checks.

### **Closings Funds:**

Any monies due from you for closing must be in the form of a bank or certified check made payable to Broker's Title & Closing, LLC. **Personal checks are not allowed.**

### **Proof of Identity:**

We will need to take a copy of your driver's license or another photo identification at closing. If this presents a problem, please call us immediately.

## **PRIVACY POLICY NOTICE**

We appreciate the trust you have placed in us, and we will protect that trust by continuing to respect the privacy of all of our customers even if our formal customer relationship ends at the conclusion of your transaction. We keep the information we receive about you confidential, but we may share information about you (as described below) with our affiliated companies, third parties with which we do business and as otherwise permitted by law in order to provide you with outstanding service. Due to the rapid changes occurring in the financial services industry, we reserve the right to revise our policy as necessary.

If and when amendments are made to this policy, we will send customers with whom we have a current or continuing relationship the new policy and we will post the revised policy on our Web site.

### **Security of your information**

We have implemented procedures and policies to safeguard the privacy of your nonpublic personal information from unauthorized use or improper access. Access to your information is restricted to those employees who need to know such information in order to provide products or services to you. We maintain physical, electronic and procedural safeguards that comply with federal and state laws/regulations to guard your nonpublic personal information.

### **Sources and types of information we collect**

We may collect nonpublic personal information about you from the following sources:

1. Information we receive from you, such as an application, questionnaires or other forms.
2. Information about your transactions we secure from our files or from our affiliates.
3. Information we receive from non affiliated third parties including consumer reporting agencies, title insurance underwriters, members of your family, government agencies or your prior or existing creditors.
4. Information we receive from others involved in your transaction, such as the real estate agent, lender, seller, your attorney, those you have designated as an authorized agent or those you have granted a power of attorney.

Unless it is specifically stated otherwise in an amended Privacy Policy Notice, no additional nonpublic personal information will be collected about you.

### **Information sharing practices**

We may disclose any of the information we collect from the sources listed above to our affiliates or to nonaffiliated third parties as permitted by law.

**We do not disclose any nonpublic personal information about our customers or former customers to anyone, except as permitted by law.**



AUTHORIZATION

At the closing, I/we hereby authorize Broker's Title & Closing, LLC to review my documents that may contain non-public personal information as follows (check one):

\_\_\_\_\_ In the presence of parties related to my transactions, including but not limited to: real estate brokers/agents; buyer(s); buyer's attorney or person representative(s); loan officers; title agency personnel; my personal representative(s)      OR

\_\_\_\_\_ In a private area.

Further I/we hereby authorize Broker's Title & Closing, LLC to distribute a copy of my/our ALTA Settlement Statement to real estate professionals involved in this transaction and my attorney (if applicable):

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_  
Brokers New Escrow

\_\_\_\_\_  
Date