



RIVER TITLE COMPANY

19 South Austin Road
Janesville, WI 53548

www.RiverTitle.net
info@RiverTitle.net

608.754.0700
fax 608.754.7070

TITLE SERVICE - ORDER FORM

Requested By: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Direct: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Method of Communication: [ ] Phone [ ] Fax [ ] Cell/Direct [ ] Email [ ] Mail

Preferred Method for document submission: [ ] Email [ ] Fax [ ] Hand Deliver [ ] Mail

Type of Request: [ ] Title Insurance; Include: [ ] Mortgagee (Loan) Policy [ ] Owner's Policy [ ] Search and Hold
[ ] Letter Report: With Update? Yes / No [ ] Closing Statement [ ] Other: \_\_\_\_\_

If this is a RUSH, please indicate date Needed: \_\_\_\_\_

Property Address: \_\_\_\_\_

Brief Legal Description (if available): \_\_\_\_\_

Parcel Tax ID (if available): \_\_\_\_\_

Type of Property: \_\_\_\_\_ Is Property Current Owner's Homestead? Yes \ No

Prior Title: Attached?: Yes \ No If not attached please provide prior title evidence or abstract as soon as possible, or
advise who we may contact to obtain: \_\_\_\_\_

Closing Date \ Time: (Estimate if not final): \_\_\_\_\_

Place of Closing: \_\_\_\_\_

Seller's Information:

Legal Name(s): \_\_\_\_\_ SS# \_\_\_\_\_
(at least last four)

\_\_\_\_\_ SS# \_\_\_\_\_
(at least last four)

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

Marital Status: \_\_\_\_\_

Present Lender(s), if applicable: \_\_\_\_\_ Loan # \_\_\_\_\_
\_\_\_\_\_ Loan # \_\_\_\_\_

Vogel Law Firm to prepare Deed and Transfer unless otherwise stated here: \_\_\_\_\_

Buyer's (Borrower's) Information:

Legal Name(s): \_\_\_\_\_ SS# \_\_\_\_\_
(at least last four)

\_\_\_\_\_ SS# \_\_\_\_\_
(at least last four)

Will property be the Primary Residence? Yes \ No Buyer's Phone No.: \_\_\_\_\_
If no, Buyer's Current Address: \_\_\_\_\_

Marital Status: \_\_\_\_\_

How will title be held: \_\_\_\_\_

New Loan Info / Lender Name & Contact: \_\_\_\_\_ Loan Amount: \$ \_\_\_\_\_
(Please attach Lender Approval Letter, if available.) 2nd Loan Amount: \$ \_\_\_\_\_

Offer to Purchase: Attached?: Yes \ No Purchase Price: \$ \_\_\_\_\_ Earnest \$: \_\_\_\_\_
(If not attached please provide as soon as possible.) Will EM \$ be brought to closing? Yes / No

Listing Broker: \_\_\_\_\_ Selling Broker: \_\_\_\_\_

Commission %: \_\_\_\_\_ or \$ \_\_\_\_\_ Split at Closing? Yes / No Email: \_\_\_\_\_
Listing Broker: \_\_\_\_\_% Selling Broker: \_\_\_\_\_%
(Please attach copy of MLS Sheet.)

Additional Fees: \_\_\_\_\_

Home Warranty: Yes \ No Paid by: Seller \ Buyer To: \_\_\_\_\_ \$ \_\_\_\_\_

Additional Information: \_\_\_\_\_

Please include when a purchase:

Copy of complete Contract or Offer to Purchase, with Amendments, Lender Approval Letter, Prior Title work and MLS Sheet

Thank You for allowing River Title Company to serve you !