

# TITLE REQUEST / ORDER FORM

CONCIERGE TITLE, INC.  
PH: 763-795-9106 FAX: 763-795-9113 OR  
EMAIL ORDER TO [DOCS@CONCIERGETITLE.COM](mailto:DOCS@CONCIERGETITLE.COM)

CLOSER: \_\_\_\_\_

PURCHASE  REFINANCE

**\*\* ATTACH PURCHASE AGREEMENT AND AGENTS INFORMATION SHEET \*\***

DATE: \_\_\_\_\_  FULL ALTA  JR. POLICY  O&E

NEW LENDER: \_\_\_\_\_ MORTGAGE AMOUNT: \_\_\_\_\_

BORROWER(S): \_\_\_\_\_ **(if Refinance)**  
SSN: \_\_\_\_\_

\_\_\_\_\_ SSN: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

SELLER(S): \_\_\_\_\_ **(if Purchase)**  
SSN: \_\_\_\_\_

\_\_\_\_\_ SSN: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_

TAX/PID #: \_\_\_\_\_  ABSTRACT  TORRENS

ESTIMATED CLOSING DATE: \_\_\_\_\_  SFR  CONDO  TOWNHOUSE

## EXISTING FINANCING INFORMATION

IS CONCIERGE TITLE TO ORDER BORROWER PAYOFFS:  YES  NO

### EXISTING:

LENDER: \_\_\_\_\_ LENDER: \_\_\_\_\_

LOAN #: \_\_\_\_\_ LOAN #: \_\_\_\_\_

PHONE #: \_\_\_\_\_ PHONE #: \_\_\_\_\_

## ORDER PLACED BY:

BROKER: \_\_\_\_\_ Contact: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Additional information:**