



2 Auburn Street | Nashua | New Hampshire | 03064
Phone (603) 889-4200 | Fax (603) 889-4663

Date

Borrower Name 1

Borrower Name 2

Current Mailing Address

RE: Purchase of property located at: _____
Lender Name

Our office will be handling the closing for your upcoming purchase. Your processor will be _____. We are excited to be working with you!

What do we need from you?

- Please review the borrower(s) and entity names above and confirm they are spelled correctly.
- For LLC's or corporations, we will need a copy of your Operating Agreement, Formation Documents, Certificate of Good Standing with the Secretary of State for your entity, and a draft Member's Certificate or Corporate Resolution/Vote for the upcoming transaction.
- All signers/borrowers must attend the closing. Please provide proof of signing authority for your members or officers.
- You will need to provide your lender with an insurance binder for the subject property prior to the closing date. Please work with your lender to provide this for them.
- Enclosed is a brief explanation of Owner's Title Insurance for your review. This is a one-time fee paid at closing and there are no yearly premiums.

What will you need at the closing table?

- Valid, government issued photo ID and
- Funds for closing must be in the form of a certified bank check from your bank (personal checks are not accepted) made payable to Frasca & Frasca, P.A. or a wire (if applicable).

Our office has a strict policy on initiating wires and wire requests.

1. You will receive a secure email from our office with the wire instructions and amount. You will know this email is coming prior to it being sent.
2. You will need to call our office with trusted contact information (found on this form) to verify the wire amount and instructions.
3. If you receive any email containing wire instructions from our office contact us immediately using the information on this form.
4. If preferred, you can come pick up the wire instructions from our office.

Note: Call Frasca & Frasca, P.A. prior to initiating any wire transfer to confirm instructions.

What is Frasca & Frasca, P.A.'s role in the closing?

Our office will conduct the title search and work with all parties to determine closing figures. We will prepare and process the documents needed for your purchase. Our office will work with all parties to ensure a timely and smooth closing. We will also record the necessary documents and disburse funds (as applicable) after the closing takes place.

Please call us with any questions. We are here to assist you!

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There are a number of important reasons why you should consider purchasing owner's title insurance as a part of your upcoming purchase transaction.

It is a one-time fee charged at closing and when purchased with the required Lender's Title Insurance you receive a discount. If you decide to purchase Owner's Title Insurance after closing you will not be entitled to the discount.

Owner's Title Insurance will not only protect you against these hidden risks that would not be disclosed by even the most meticulous search of public records by the Bank Attorney, but also will pay for the legal fees attendant to the defense of your title as insured.

1. Forgery.
2. Fraud (misrepresentation) in connection with the execution of documents.
3. Undue influence (under distress or coercion) on a grantor (Seller) or executor (of a Will).
4. False personation by those purporting to be owners of the property.
5. Incorrect representation of marital status of a grantor (Seller).
6. In some cases, undisclosed or missing heirs.
7. In some cases, Wills not properly probated.
8. In some cases, mistaken interpretation of Wills and Trusts.
9. Mental incompetence of grantors.
10. Conveyance by a minor.
11. In some cases, birth of heirs subsequent to the date of a Will.
12. In some cases, inadequate surveys.
13. In some cases, incorrect legal descriptions.
14. Non-delivery of deeds.
15. Unsatisfied claims not shown on the record.
16. Deeds executed under false powers of attorney.
17. In some cases, confusion due to similar or identical names.
18. In some cases, dower or curtesy rights of ex-spouses of former owners.
19. Incorrect indexing.
20. Clerical errors in recording legal documents.
21. Delivery of deeds after the death of a grantor.



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Borrower Information Form

Processor: _____ Email: _____ Fax: (603) 889-4663

Please complete this form in full and return to your Processor using the fax or email above.

1. About You (if you need more space please attach a separate piece of paper)

Entity (Corporation/LLC, etc.):	Entity (Corporation/LLC, etc.):
EIN/Tax ID #:	EIN/Tax ID #:
Telephone:	Telephone:
Email:	Email:
Authorized Signer:	Authorized Signer:
Title:	Title:

If additional members or officers will sign, please include additional page with their information. If you have an attorney we should contact for this information please provide the contact information:

Attorney Name: _____

Firm Name: _____

Phone Number: _____ Email: _____

2. Homeowner's Insurance Company Name: _____
Agent's Name: _____ Phone: _____

If you do not have insurance information at this time, please return the completed form without it.

The undersigned authorizes Frasca & Frasca, P.A. to order a property insurance binder and to request any changes to the binder required by my lender.

Borrower Name 1 Date

Borrower Name 2 Date

File No.