

Date

Borrower Name 1

Borrower Name 2

Mailing Address

RE: Refinance of property located at: \_\_\_\_\_  
Lender Name: \_\_\_\_\_

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

What do we need from you?

- Please review your names above and confirm they are spelled correctly.
- You will need to provide our office with a copy of your homeowner's insurance binder.
- Please note: If this is your primary residence your spouse will need to sign the mortgage even if they are not on the deed or the loan to release homestead rights.

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 Title, LLC or a wire.

**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 pick up the wire instructions in person at our office.

**Note: Call Frasca Title prior to initiating any wire transfer to confirm instructions.**

What is Frasca Title's role in the closing?

Our office will conduct the title search and work with your lender to determine closing figures. We will prepare and process the documents needed for your refinance. 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!*



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

**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)

Name:	Name:
Telephone:	Telephone:
Email:	Email:
Marital Status: Married / Single / Separated	Marital Status: Married / Single / Separated
Spouse's Name:	Spouse's Name:

Relationship between borrowers (husband & wife, father & son, etc.):  
\_\_\_\_\_

Is the property in a Trust? YES \_\_\_\_\_ NO \_\_\_\_\_

**If so, please provide a copy of the Trust or a Certification of your Trust.**

**\*Please be advised if the property is held in the name of your Trust, your proceeds check will be made payable to the Trust.**

2. Is this property your primary residence? YES / NO (Circle One)

3. Homeowner's Insurance Company Name: \_\_\_\_\_  
Agent's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



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**Please complete your current mortgage/equity line information  
on the following page.**



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

**First Mortgage Account Number:** \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Date of Last Payment: \_\_\_\_\_

**Second Mortgage Account Number:** \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Date of Last Payment: \_\_\_\_\_

**Other/Private Mortgage Account Number:** \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Date of Last Payment: \_\_\_\_\_

**Equity Line Account Number:** \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Date of Last Payment: \_\_\_\_\_

The undersigned authorizes Frasca Title, LLC to receive payoff information with regard to my/our loan(s).

\_\_\_\_\_ Date \_\_\_\_\_ Date