



# MOLLOY LAW, LLC

## BUYER INFORMATION CHECKLIST

Please review and complete this Information Checklist to the best of your ability and return it to our office via email to [realestate@molloylawllc.com](mailto:realestate@molloylawllc.com), fax to 866-450-4884 or by mail to 15 Woodland Center Drive, P.O. Box 687 Grove City, PA 16127. If you have any questions, please contact our office at 724-458-4805.

### PART I: CONTACT INFORMATION

YOU	SPOUSE
What is your <b>legal</b> name? _____	What is your spouse's <b>legal</b> name? _____
First Middle Last	First Middle Last
How do you want your name to appear on legal documents? _____	How do you want your name to appear on legal documents? _____
DOB: _____ U.S. Citizen? __ Yes __ No	DOB: _____ U.S. Citizen? __ Yes __ No
SSN: _____	SSN: _____
Home Address: _____ Street	City State Zip
County where you reside: _____	Home Phone #: _____
Cell Phone #: _____	Cell Phone #: _____
Email Address: _____	Email Address: _____
May we email your drafts to you? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you intend to use a Power of Attorney? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please forward a copy for review.	

## **PART II: SCHEDULE OF CLOSING**

A confirmed closing time cannot be scheduled until our office receives a "Clear to Close." We will provide final settlement figures as soon as they are readily available. **Please keep in mind this is often very close to the time of closing.** As a purchaser, **you will be required to provide certified funds by wire transfer or cashier's check made payable to Molloy Law, LLC.** Wire Instructions can be received by calling 724-458-4805.

As part of preparation for closing our office needs to understand whether you will attend closing. Please indicate your intention below:

- Yes, I will attend closing.
- No, I will not attend closing.

***Please note we will need all parties to attend closing or to have planned not to attend with our office.***