

# Bagwell & Corley Law Firm, PC

Tjaj M. Bagwell, Esquire and Stephanie M. Corley, Esquire  
Scott C. Allmon, Esquire

<u>Walhalla Office</u> 603 W. Main St. (PO Box 400) Walhalla, SC 29691	<u>Seneca Office</u> 10121 Clemson Blvd., Suite D Seneca, SC 29678	<u>Powdersville Office</u> 4891 Hwy 153, Suite D Easley, SC 29642	<u>Anderson Office</u> 100 Miracle Mile Dr, Suite F Anderson, SC 29621
--	--	---	--

Walhalla Office - Phone (864) 718.0777 Fax (864) 718.0776  
Easley, Anderson and Seneca Offices - Phone (864) 886.8123 Fax (864) 886.8124  
office@bagwellcorley.com www.bagwellcorley.com

Real Estate • Personal Injury • Wills/Estate Planning • Business Formation • Foreclosure • Action to Quiet Title

## Refinance Closing Information

*We appreciate in advance your return of the following information so that we may bring your transaction to a successful closing as efficiently and accurately as possible. Thank you for giving us the privilege of serving you.*

Buyer Name(s): \_\_\_\_\_

\*\*Please make sure your names are exactly how they are on your deed. All owners, even if they will not be on the loan, will need to be at closing\*\*

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Buyer's Current Mailing Address: \_\_\_\_\_

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

Estimated Closing Date: \_\_\_\_\_

Bagwell & Corley Law Firm Office Location Requested (circle one): Walhalla or Seneca or Powdersville or Anderson

Lender: \_\_\_\_\_ Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Hazard Insurance Info: Insurance Agent: \_\_\_\_\_

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

\*\*We will need a copy of the Hazard Insurance Declaration Page faxed to us prior to closing

Are all buyers attending closing? Yes / No

If not, please prove overnight address or email address: \_\_\_\_\_

Loans secured by Property

1<sup>st</sup> Mortgage

Lender for existing loan: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Account # for loan: \_\_\_\_\_

2<sup>nd</sup> Mortgage

Lender for existing loan: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Account # for loan: \_\_\_\_\_

Additional Information:

1. Please bring 2 forms of identification to closing. The first form has to have a photo; state issued driver license, state issued id card or military ID card. The second form can be a second photo id, voter registration card, social security card, birth certificate, paycheck stub with name, most recent W-2, most recent signed tax returns, or recent utility bill.
2. All owners listed on the deed own the property and even if they are not on the loan, they will need to be at the closing to sign documents.
3. **If required to bring any funds to closing over \$1,000, it must be by wire transfer. Please contact us for wiring instructions.**
4. Please check with the lender prior to closing to see if the lender requires any other items to be brought to closing.

Please let us know, in advance, if you have any special requests (i.e power of attorney, mailaway, etc.)

If you have any questions, please do not hesitate to call.