



Seller Information Sheet

Property Address: _____

Seller(s) Legal Name: _____ & _____

Sellers(s) Social Security Number (REQUIRED): _____ & _____

Current Address (REQUIRED): _____

Forwarding Address (REQUIRED if selling primary residence): _____

Phone Number: _____ Email Address: _____

If closing in the name of a Corporation, Trust, LLC or any other entity, please provide the following information: a copy of the By-Laws for a Corporation, a copy of the Trust Agreement for a Trust or a copy of the Operating Agreement for an LLC as it will be required.

Name of Entity: _____

EIN Number of Entity: _____

Mailing Address of Entity: _____

Individual(s) Signing for Entity & in what Capacity: _____

If utilizing a 1031 Exchange Service, please provide the following contact information:

Name of Company: _____

Contact Person: _____

Phone Number: _____ Email Address: _____

Attendance by all parties, if possible, is highly recommended at this time as the options noted below may delay the funding of the transaction and lead to additional coordination fees.

Will Seller(s) be present at closing? Yes No

If Selected "Yes," the closing has been scheduled for the date on your contract. If the Buyer does not attend, please select the closing time that is most convenient for you. The closing time will be confirmed based on availability.

10:00 AM 11:00AM 12:00PM 1:00PM 2:00PM 3:00PM

If Selected "No," will there be a Power of Attorney? Yes No

Which Sellers(s) will need the Power of Attorney? _____

Who will sign on their behalf? _____

There may be fees associated with the HOA Letter or Water Letter; see the Community Disclosure attached to your Contract for additional information on payment of fees, if applicable.

Is there a Homeowner's Association? Yes No

Name of Homeowner's Association: _____

Homeowner's Association Contact Name: _____

Phone Number: _____ Email Address: _____

Are the Fees/Dues/Assessments Mandatory? Yes No

There may be fees associated with the HOA Letter or Water Letter; see the Community Disclosure attached to your Contract for additional information on payment of fees, if applicable.

Are there Water Fees? Yes No

What is the Water Source? Private Public Shared Well

Water Contact Name: _____

Phone Number: _____ Email Address: _____

Is this a New Home Construction? Yes No

If selected "Yes," we will require a copy of the Construction Deposit, Termite Report, E911 Certificate & Certificate of Occupancy from the Builder.

Builder's Company/Entity Name: _____

Builder's Contact Name: _____

Phone Number: _____ Email Address: _____

If selected "Yes," regarding new construction, we will require the name of the Pest Control Company providing termite treatment on the property.

Pest Control Company Name: _____

Pest Control Contact Name: _____

Phone Number: _____ Email Address: _____

Was the property a primary residence for 2 of the last 5 years? Yes No

Is the Seller(s) a resident of Georgia? Yes No

If selected "No" on both questions stated above, we will require an Affidavit of Sellers Gain.

Are any Owners Deceased? Yes No

If yes, who is deceased? _____

If selected "Yes," we may require a Death Certificate or additional items.

Is the property being sold as part of a pending or final divorce or included in a settlement agreement?

Yes No

If selected "Yes" we may require a copy of the Settlement Agreement or additional items.

If the divorce is in process, please provide contact information for your Attorney(s).

Has Bankruptcy been filed? Yes No

Are your property taxes under Appeal? Yes No

Do you currently have a mortgage on the property? Yes No

Mortgage Information – Print Clearly and Fill Out Completely

1st Mortgage

2nd Mortgage

Lender Name: _____

Lender Name: _____

Lender Phone: _____

Lender Phone: _____

Loan Number: _____

Loan Number: _____

Is this an equity Line? Yes No

Is this an equity Line? Yes No

This authorizes Wilson Pruitt LLC to obtain any information on the above referenced mortgage. I further acknowledge and agree that applicable fees may be assessed to my account as a result of this request. Fees may be charged per item, per request and are subject to change and this authorization does not expire until revoked by me.

Signature: _____

Do you wish to receive your proceeds by: Check Wire Transfer

If selected “Wire Transfer” you will receive an email and/or text from CertifID stating that Wilson Pruitt LLC wants to securely collect your bank account information using CertifID. This will ensure a safe transfer of funds to you after the closing. CertifID helps reduce the risk of wire fraud by verifying your identity and securely sharing bank information. You can either click on the “Submit Account Information” button embedded in the email or follow the secure text link sent to your mobile device. Proceeds must be payable to the persons or entities showing of record on title, there are no exceptions.

Wire Fraud Disclosure

As a seller, you will likely receive net proceeds after the sale. Wilson Pruitt LLC will securely collect or confirm your account information through CertifID. If you have any questions about this process, call or email our office.

WARNING:

- *If you receive a request to wire funds through ANY way other than CertifID, STOP. Call us immediately from an independently verified phone number.*
- *Don’t trust a phone number or email address provided in any email that asks you for money.*
- *Never wire money without double-checking that the wiring instructions are correct.*

Have you received and read the stated Wire Fraud Disclosure listed above? Yes No

Signature: _____