



Jeong & Associates, LLC

PRE-CLOSING INFORMATION – Buyer

Buyer Name(s): _____ & _____

Phone Number: _____ [] Home [] Work [] Cell

Email Address: _____

Property Address: _____

****** Please Note:** Any and all contact information provided on this document cannot be changed without direct contact by you to our office. Please make sure that all communication with our office is made via the telephone number(s) and email address(es) provided above.****

If multiple Buyers, are the Buyers married? [] Yes [] No

If Buyer is not an individual, who will be signing on behalf of the entity? _____

Buyer Current Address:

Hazard Insurance Information:

Insurance Agent Name: _____

Phone: _____

Lender Contact Information (for financed transactions only):

Lender Name: _____

Loan Officer/Processor Name: _____

Email Address: _____

Phone Number: _____

Property Information:

Is this investment property? ☐ Yes ☐ No

Is there a mobile home being purchased with this property? ☐ Yes ☐ No

Survey:

Buyer may choose to order a survey directly from any Georgia Registered Land Surveyor. If a survey is performed, please have a copy forwarded to our office prior to closing.

Title to Property:

If multiple Buyers, how do the Buyers want to hold title?

- ☐ Joint Tenants with Rights of Survivorship
☐ Tenants in Common

*If the Buyer would like to speak to an attorney about the different ways to hold title in the State of Georgia, please feel free to have them contact our office.

Additional Information:

Will all Buyers attend the closing? ☐ Yes ☐ No

Is a Power of Attorney (POA) needed? ☐ Yes ☐ No

*Please note that all POAs must be reviewed and approved by our firm in advance of closing. On financed transactions, Lender approval is also required. Original POAs must be brought to closing.

Agents:

Please email or fax the Commission Agreement-Instructions to Attorney to our office as soon as possible.

Please remind each Buyer that absent an engagement letter signed by Jeong & Associates, LLC, our firm does not represent him or her. A Buyer may choose to obtain independent representation and advice from his/her own lawyer and advisors on any potential legal, tax, credit, or other consequences of their purchase.

FOR A SMOOTH CLOSING:

- Funds: All funds must be wired. Failure to wire funds will cause a delay in closing. Funds must not be sent through ACH or Electronic Funds Transfer.
- If funds required for closing equal an amount greater than \$1,000.00 but less than \$5, 000.00, Certified Funds in the form of a Cashier's Check payable to Jeong & Associates, LLC is acceptable. The funds may also be wired.
- Identification: All Buyers must bring a valid, government-issued photo ID to closing.