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SALE (VENDOR) INFORMATION FORM

Please email to sarah@dudziclaw.ca, or fax this form back to us as soon as possible. We look forward to assisting you.

VENDOR (SELLER) INFORMATION:

Client A:
Last Name(s) _____

First and Middle name(s) _____

Date of Birth: _____

Spousal Status:
Married Separated Divorced
Single Widowed Common Law

If Married, spouse's name: _____

Telephone:

Home: _____

Work: _____

Cell: _____

Best Number to reach during the Day:
Home Work Cell

Email Address: _____

Client B:
Last Name(s) _____

First and Middle name(s) _____

Date of Birth: _____

Spousal Status:
Married Separated Divorced
Single Widowed Common Law

If Married, spouse's name: _____

Telephone:

Home: _____

Work: _____

Cell: _____

Best Number to reach during the Day:
Home Work Cell

Email Address: _____

EXISTING MORTGAGE INFORMATION

First Mortgage – Branch, Telephone Number AND Contact Person: _____

Mortgage Reference Number: _____ Approximate Balance: _____

Second Mortgage – Branch, Telephone Number AND Contact Person: _____

Mortgage Reference Number: _____ Approximate Balance _____

REALTY TAXES

Paid by:

You Mortgage Company Pre-authorized Payment Plan with the City

If you pay the City of Hamilton by Pre-authorized Payment Plan – please indicate if you are on a 10 month or 12 month Plan - _____ Month Plan.

Amount of Realty Taxes Paid per MONTH: \$ _____ Date of Last Statement: _____

***Please provide a current Property Tax Invoice*.**

Do you have a survey of the property: Yes _____ No _____ Is this a rental property: Yes _____ No _____

Water: Metered No Meter Well or Cistern

How is the house heated: Gas Electric Oil

Provide Name of Supplier: _____

New Address: _____

Mandatory Identification: Please be advised that you will need to produce two pieces of identification: Photo Id (Valid Driver’s License or Passport) and either SIN card, birth certificate or credit card. ***This is mandatory.*** Please come to our office asap to present this identification (we will photocopy it for the file). ***Please check our website under Resources for a list of suitable Identification. * If you do not have the required identification, please telephone us immediately to discuss.**

Checklist:

- Ensure you have completed & provided all information required on this form (Current Property Tax Invoice). Ensure all sections are completed!
- Ensure you have the Mandatory Identification and please come to our office to present this PRIOR to the Closing (we will photocopy your ID for the file).
- Please email to sarah@dudziqlaw.ca, or fax this form back to us as soon as possible. Thank you.