

What to Expect Throughout the Closing Process

Congratulations on your sale!

**Now that the contract has been negotiated and signed,
All American Title will be preparing for your closing!**

- First, please complete and return the attached seller information form. Be sure to send back copies of your driver's licenses or other photo identification as well as any additional documents such as your prior owner's policy, survey, mobile home title information, etc.
- Next, we will order a title and lien search to be performed on the property. We may call you after the search is complete for additional information if needed.
- Closer to closing, we will be ordering mortgage payoffs, and homeowner's association information. If you plan on making additional payments close to closing let us know. Also, some HOA's require an upfront fee to be paid in order for them to send the required closing information. If so, we will call you to pay the upfront fee.
- Once we are ready to close, we will be preparing the ALTA Settlement Statement that reflects all costs associated with the sale and your final net proceeds after closing.
- Then we will schedule a day and time for you to sign closing documents! As a seller, you can sign documents prior to the buyer and then have your funds wired or overnighted to you. However, keep in mind that if the buyer is taking out a loan, we may not have finalized amounts until the lender has fully approved the ALTA settlement statement.
- On the day of closing, be sure all parties bring a valid driver's license or other photo ID. Everyone on title MUST sign closing documents (unless signing with a pre-approved Power of Attorney). If you are married and the subject property was your primary residence, keep in mind that your spouse will be required to sign closing documents as well, even if he/she is not on title.