



1083 Union Avenue Laconia, New Hampshire 03246 tel. 603 527-2040  
 www.paramountsettlement.com fax 603 527-2030

**SELLER INFORMATION SHEET**

File # \_\_\_\_\_

**Seller Information**

<b>Seller (1) Name</b>			
Address			
Home Phone #		Work Phone #	
Marital Status	Married	Unmarried	
Social Security #		E-Mail	
<b>Seller (2) Name</b>			
Address			
Home Phone #		Work Phone #	
Marital Status	Married	Unmarried	
Social Security		E-Mail	
Will you be attending closing or executing documents by mail.			

**Property Information:**

Mailing Address	
If the Property is in an Association (Condominium, Park or Other) - please list name of Association, contact name and phone number.	
What is the annual due amount and how are dues paid? \$ _____ yearly - paid Monthly Quarterly Yearly	
Is there Town Water/Sewer? Yes No	How is it billed? Monthly Quarterly Yearly
Is this property your primary residence? YES NO If yes, both husband and wife MUST attend closing.	

**Deed Preparation:**

Do you wish to have Paramount Settlement Services, LLC prepare the Deed for transfer?  
 YES \$100.00 fee to be collected on Settlement Statement at closing  
 NO Deed prepared by \_\_\_\_\_ Phone # \_\_\_\_\_

**Mortgage/Lien Information**

<b>Present Lender 1<sup>st</sup> Mortgage</b>			
Address			
Account #		Phone #	
<b>Present Lender 2<sup>nd</sup> Mortgage</b>			
Address			
Account #		Phone #	

**Authorization for Release of Information:**

I/We hereby authorize Paramount Settlement Services, LLC to request directly and obtain written payoff information and/or condominium or association information with regard to the property listed above.

\_\_\_\_\_  
 Seller Seller  
 (All Sellers MUST sign authorize for release of payoff information)