

**Residential Real Estate Seller Information Form**

| **Number of sellers:** | **Seller #1 (Primary Contact)** | **Seller #2** |
| --- | --- | --- |
| 1  2  Other |  |  |
| First Name: |  |  |
| Middle Name: |  |  |
| Last Name: |  |  |
| Date of Birth:  (dd/mmm/yyyy) |  |  |
| Occupation: |  |  |
| Home Phone No.: |  |  |
| Cell Phone No.: |  |  |
| Business Phone No.: |  |  |
| Email Address: |  |  |
| Home Address: |  |  |
| Marital Status: | Legally Married  Common-law  Separated  I am not a Spouse  (single, divorced, widowed) | Legally Married  Common-law  Separated  I am not a Spouse  (single, divorced, widowed) |
| How many residential units are there on the property? | One  Two  More than two | |
| Are there tenants currently occupying the property? | Yes  No | |
| Do you have pre-authorized payments setup for your: | Property Taxes:  Yes  No  (included with mortgage payment)  Condo Fees:  Yes  No  (if applicable) | |
| What is the relationship between the co-owners of the property (if applicable)? | One owner  Spouses  Separated Spouses  Other: | |
| Do you have a mortgage on this property?  If yes, who is your Lender?  Your mortgage account number: | Yes  No      Please send us a copy of a statement | |
| Are there liens or other encumbrances registered against your property? | Yes  No  To Whom:  Amount: | |
| How is the property heated? | Gas  Electricity  Oil/Fuel | |
| Do you have evidence of your paid taxes? | Please forward a current tax bill to our office and proof payment. | |
| Survey | Please also forward a copy a survey of the property, if one is available. | |
| **For Condos only** |  | |
| Who is your Property Management Company? | Name:       Phone: | |
| What are your monthly Common Fees? | / month | |
| Will you have paid the monthly condo fees for the month of closing by the closing date? | Yes  No | |

Please return completed form using an option below:

* Email to : OR
* Fax this form to: 905.276.2298 Attention:  OR
* Mail or drop form to:

Keyser Mason Ball, LLP

Attention:

3 Robert Speck Parkway

Suite 900

Mississauga, ON L4Z 2G5

Documents to Attach:

Current Tax Bill;

Mortgage Statement; and

Void cheque for deposit after closing