



# Land Title Group LLC

6060 Rockside Woods Blvd., Ste. 235  
Independence, Ohio 44131-6940  
Office: (216) 643-7000 Fax: (216) 643-7001

Land Title Group LLC

Order No: \_\_\_\_\_ Escrow: \_\_\_\_\_ Date Order Taken: \_\_\_\_\_ By: \_\_\_\_\_  
Date of Filing: \_\_\_\_\_ Works With: \_\_\_\_\_ Prior Order: \_\_\_\_\_

**Seller Information**

**Buyer Information**

Sellers name: \_\_\_\_\_ Buyers name: \_\_\_\_\_

*(Include marital status & spouses name, if and/ if Company name include corporate status)*

Power of Attorney: \_\_\_\_\_ Power of Attorney: \_\_\_\_\_  
*(Require recorded copy of Power of Attorney before filing)*

Trustee: \_\_\_\_\_ Trustee: \_\_\_\_\_  
*(Require copy of Trust Agreement or Certificate/Memorandum of Trust)*

Estate: \_\_\_\_\_

Sellers Address: \_\_\_\_\_

Buyers Address: \_\_\_\_\_

Sellers Phone #: \_\_\_\_\_

Buyers Phone #: \_\_\_\_\_

Sellers Fax #: \_\_\_\_\_

Buyers Fax #: \_\_\_\_\_

Sellers E-mail Address: \_\_\_\_\_

Buyers E-mail Address: \_\_\_\_\_

Listing Broker: \_\_\_\_\_

Selling Broker: \_\_\_\_\_

Company: \_\_\_\_\_

Company: \_\_\_\_\_

Address/City: \_\_\_\_\_

Address/City: \_\_\_\_\_

Phone #: \_\_\_\_\_

Phone #: \_\_\_\_\_

Voice Mail #: \_\_\_\_\_

Voice Mail #: \_\_\_\_\_

Sellers Attorney: \_\_\_\_\_

Buyers Attorney: \_\_\_\_\_

Law Firm: \_\_\_\_\_

Law Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Fax #: \_\_\_\_\_

Phone/Fax #: \_\_\_\_\_

**Property Information**

Property Address: \_\_\_\_\_

Permanent Parcel #: \_\_\_\_\_ *(if condo include unit number)*

**Lender Information**

Lender: \_\_\_\_\_

Escrow Officer or Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Fax #: \_\_\_\_\_

- Loan Approved     Prestart     Cash     Conventional     FHA     Other
- 2nd Mortgage     Land Contract     Construction Loan     Purchase Money Mtg.     Refinance    \_\_\_\_\_

**Policies**

**Endorsements**

Sale Price: \_\_\_\_\_

EPA

Address

Owners Fee Policy: \_\_\_\_\_

V.R.M. ( 6.0     6.1     6.2)

Zoning

Title Guaranty Policy: \_\_\_\_\_

P.U.D. ( 5.0     5.1)

Survey End.

ALTA Loan Policy: \_\_\_\_\_

Condo ( 4.0/Owner     4.1/Lender)

Contiguity

ALTA Loan Policy: \_\_\_\_\_

Balloon

Access

Leasehold Policy: \_\_\_\_\_

Comprehensive

Other \_\_\_\_\_

Preliminary Judicial: \_\_\_\_\_

Additional Cov

Other: \_\_\_\_\_

Future Assign

Inflation Prot

**Additional Services**

Verbal Title Report

Alta Location Survey ( w/Flood     2Trip     3 Trip)

From: \_\_\_\_\_

Commitment ( ALTA     TG     Owners)

Stake Survey

From: \_\_\_\_\_

Special Tax Search

Limited Lien Search

Legal & Taxes

(give to service to order) \_\_\_\_\_

Other \_\_\_\_\_

**Deed Preparation** - Type of Deed:     J&S Deed     General Warranty Deed     Fiduciary Deed     Other

Send to: \_\_\_\_\_

**Source of Business:** \_\_\_\_\_

*This represents who referred the order to Land Title*

**Order called in by:** \_\_\_\_\_

*This represents who called the order into Land Title*