

It's 48 hours until closing. Have you...

- Verified with BUYER/SELLER Date, Time, Place for closing. Informed them that you will/will not be at the closing. Discussed with them potential delays such as delivery of legal documents by lender?
- Verified with BUYER/SELLER that they understand what "GOOD FUNDS" are and have made arrangements with Community National Title for transfer of funds at closing? Remind them that a check drawn on a mutual fund company is not "good funds"?
- Reminded BUYER/SELLER of who must attend the closing and that all parties bring a driver's license (proof of ID) to the closing?
- Discussed with BUYER/SELLER the potential for a delay in funding and that the closing is not necessarily completed at the time the documents are executed?
- Verified with my BROKER that the commission breakdown is correct and faxed to Community National Title?
- Verified with LENDER/BORROWER that underwriting requirements have been fulfilled and if not, what items must be delivered to Community National Title at closing?
- Verified with LENDER that loan documents be delivered on time for scheduled closing?
- Provided to Community National Title the original Power of Attorney (if necessary)?
- Provided to Community National Title the name of home warranty company to be used?



- Notified the Community National Title if there is a temporary lease agreement and rents to be collected at closing, if not part of original contract? Provided to Community National Title all repair invoices and evidence of completion?
- Discussed with Community National Title the delivery of proceeds requirements for seller?
- Verified WHO has the keys/openers & when they will be provided to buyer?