

# GRANDVIEW TITLE SERVICES, LLC

118 WILLIAM HOWARD TAFT ROAD, SUITE 201

CINCINNATI, OHIO 45219

PHONE: (513) 281-6000

FAX: (513) 281-6400

## Title Order Form

Order Date \_\_\_\_\_

Broker \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Lender \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Ordered By \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

### Borrower/Seller Information

Borrowers \_\_\_\_\_

Phone \_\_\_\_\_ SS# \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ SS# \_\_\_\_\_

Realtor \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Sellers \_\_\_\_\_

Phone \_\_\_\_\_ SS# \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ SS# \_\_\_\_\_

Realtor \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

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

County \_\_\_\_\_

\_\_\_\_\_

### Loan Information

- ( ) Refinance
- ( ) Purchase / Purchase Amount \_\_\_\_\_
- ( ) Commercial
- ( ) Residential

- ( ) 1<sup>st</sup> Mortgage  
Loan Amount \_\_\_\_\_
- ( ) 2<sup>nd</sup> Mortgage  
Loan Amount \_\_\_\_\_

If purchase, please forward a copy of the purchase contract.

Anticipated Closing Date? \_\_\_\_\_

Location? \_\_\_\_\_

Should we order payoff(s)? Y/N If no, who will be ordering the payoff(s)? \_\_\_\_\_

Should we order a survey? Y/N If no, who will be ordering the survey? \_\_\_\_\_

Is Title Insurance required? - Loan? Y/N Owner? Y/N

### Existing Mortgage/Liens

Creditor Name \_\_\_\_\_ Phone No. \_\_\_\_\_ Account No. \_\_\_\_\_

Creditor Name \_\_\_\_\_ Phone No. \_\_\_\_\_ Account No. \_\_\_\_\_

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