



Capital Title
A Shaddock Company

Nationwide Service by the Largest Independent Title Company in Texas

48 Hours Prior to 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 Capital 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 Capital Title?
- √ Verified with **LENDER/BORROWER** that underwriting requirements have been fulfilled and if not, what items must be delivered to Capital Title at closing?
- √ Verified with **LENDER** that loan documents be delivered on time for scheduled closing?
- √ Provided to **CAPITAL TITLE** the original Power of Attorney (if necessary)?
- √ Provided to **CAPITAL TITLE** the name of home warranty company to be used?
- √ Notified the **CAPITAL TITLE** if there is a temporary lease agreement and rents to be collected at closing, if not part of original contract?
- √ Provided to **CAPITAL TITLE** all repair invoices and evidence of completion?
- √ Discussed with **CAPITAL TITLE** the delivery of proceeds requirements for seller?
- √ Verified **WHO** has the keys/openers & when they will be provided to buyer?

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