

ONETITLE ORDER FORM

After you complete this order form, please submit it by fax to [212-641-0355](tel:212-641-0355) or email a scanned copy to orders@onetitle.com

REQUESTOR CONTACT INFORMATION

Name*	<input type="text"/>
Company	<input type="text"/>
Phone*	<input type="text"/>
E-mail*	<input type="text"/>

TRANSACTION TYPE*

- | | |
|---|--|
| <input type="checkbox"/> Purchase Standard | <input type="checkbox"/> Co-op Lien Search |
| <input type="checkbox"/> Construction Loan | <input type="checkbox"/> Title Estimate – Purchase |
| <input type="checkbox"/> Refinance-first mortgage | <input type="checkbox"/> Title Estimate – Refi |
| <input type="checkbox"/> Refinance-HELOC | <input type="checkbox"/> Title Search Only |

A. SUBJECT PROPERTY

Address*	<input type="text"/>		
City/Town*	<input type="text"/>	District	<input type="text"/>
Zip Code	<input type="text"/>	Section	<input type="text"/>
State	<input type="text"/>	Block	<input type="text"/>
County	<input type="text"/>	Lot	<input type="text"/>

B. PURCHASER/BORROWER

Purchaser Name(s)*	<input type="text"/>	Purchaser Address	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>
<i>Purchaser Attorney Information</i>			
Attorney Name*	<input type="text"/>		
Firm Name	<input type="text"/>	Phone*	<input type="text"/>
Firm Address	<input type="text"/>	Email*	<input type="text"/>
		Fax	<input type="text"/>

C. SELLER – If the transaction is a refinance, please skip this section.

Same as Property Address?

Seller Name(s)*	<input type="text"/>	Seller Address*	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>
<i>Seller Attorney Information</i>			
Attorney Name*	<input type="text"/>		
Firm Name	<input type="text"/>	Phone*	<input type="text"/>
Firm Address	<input type="text"/>	Email*	<input type="text"/>
		Fax	<input type="text"/>

* Required

ONETITLE ORDER FORM

After you complete this order form, please submit it by fax to [212-641-0355](tel:212-641-0355) or email a scanned copy to orders@onetitle.com

D. LENDER

Transaction is a cash purchase (if yes, please skip the rest of this section)

Lender Name*

Lender Address

Loan Officer

Phone*

Email*

Lender Attorney Information

Attorney Name*

Firm Name

Phone*

Firm Address

Email*

Fax

E. POLICIES REQUESTED

Owners Policy

Purchase Amount*

Lenders Policy

Mortgage Amount*

Lenders Policy (2)

Mortgage Amount

(No lender's policy if Cash Purchase)

F. ADDITIONAL INFORMATION

a) Order Municipal Search

Yes

No

b) Name of your OneTitle Relationship Manager (if any):

c) If the transaction is a refinance, please answer the following questions:

1. Is the property a 1-4 family residential building or single condo unit?*

Yes

No

2. Is the house or unit owner occupied?*

Yes

No

3. Is the borrower refinancing with the same lender?*

Yes

No

4. Will the Refinance-First Mortgage transaction be structured as a CEMA?*

Yes

No

d) Is the property residential or commercial?

Residential

Commercial

G. SPECIAL INSTRUCTIONS

* Required