

# TITLE REQUEST

Fax/Email Transmission

To: **WVBT (877-451-8826) fax**

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

(Loan Officer to receive credit)

Date: \_\_\_\_\_

# Pages: \_\_\_\_\_

Bank branch to receive credit: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Loan Officer's Email: \_\_\_\_\_

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

Contact Person's Email: \_\_\_\_\_

Special instructions: \_\_\_\_\_

Is there a **Prior Policy** with WVBT yes / no. With another title company yes / no? If yes, will you be providing us a copy to receive a discount? yes / no.

\*\*\* A real estate secured loan has been approved for the below named customer(s) in the amount of \$\_\_\_\_\_. Pursuant to the borrower's request, please obtain title insurance from **WVBT**.

**\*\*\*PLEASE ISSUE:**

**lenders policy only** \$ \_\_\_\_\_  
(loan amount)

**lenders and owners policy** \$ \_\_\_\_\_  
(sales price/appr. Value)

Current/Vested Owner(s) \_\_\_\_\_

Purchaser(s)/Borrower(s) \_\_\_\_\_ Title To Be Vested In: \_\_\_\_\_

Purchase Price/ Appraised Value: \_\_\_\_\_

Type of Loan: Purchase ( ) Refinance ( ) Construction ( ) Balloon ( ) Commercial ( )  
Conv. Fixed ( ) ARM ( ) FHA ( ) VA ( ) Biweekly ( )

If Construction: Permanent ( ) or Temporary ( ) Builder's Name: \_\_\_\_\_  
Financing Financing

**PROPERTY DESCRIPTION:**

Mailing Address/Email Address for Owner's Policy \_\_\_\_\_

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

Property Description \_\_\_\_\_

County \_\_\_\_\_

Property Type: 1-4 Family Residential ( ) Commercial ( ) Condominium ( ) Mobile Home ( )  
PUD ( ) Land Only ( ) Other ( )

Closing date: \_\_\_\_\_

Title Attorney \_\_\_\_\_

Settlement Agent: (please check one)

Phone \_\_\_\_\_

Bank \_\_\_\_\_ Attorney \_\_\_\_\_

Fax \_\_\_\_\_

**ATTACHMENTS:**

\_\_\_\_\_ Sales/Purchase Contract

\_\_\_\_\_ Copy of Deed

\_\_\_\_\_ Copy of Survey

\_\_\_\_\_ Back Title/ Prior Policy

\_\_\_\_\_ Other, please specify, \_\_\_\_\_