



**Stephen J. Frasca**  
**Nicholas S. Frasca**

**Telephone (603) 889-4200**  
**FAX (603) 889-4663**

**2 Auburn Street**  
**Nashua, NH 03064**

We have been informed that we will be handling the real estate closing for the above-referenced property. In this transaction we will be acting as attorneys for the mortgage lender. In order for us to adequately prepare the appropriate documentation and avoid unnecessary delays, please complete the enclosed form and return it to this office as soon as possible so that we may begin processing this file once the buyer receives bank commitment. If you are represented by counsel please provide us with their name and address.

At the time of closing you will need to produce picture identification (i.e. driver's license).

If you have any questions, please contact this office.

Very truly yours,

FRASCA & FRASCA, P.A.

A handwritten signature in black ink, appearing to read "Nicholas S. Frasca", written over a horizontal line.

Nicholas S. Frasca

**In order to speed up the process of your sale, please return these completed forms to our office at your earliest convenience. Thank you.**

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

1. Verification of your name(s), including spelling and middle initial: \_\_\_\_\_  
\_\_\_\_\_
2. Marital status: Check One: Married \_\_\_\_\_ Single \_\_\_\_\_ Civil Union \_\_\_\_\_
3. Will a power of attorney for you be necessary? \_\_\_\_\_
4. Who will prepare your deed? \_\_\_\_\_  
We will be happy to do so for a \$150.00 charge. If someone else is preparing the deed, please have a copy provided to this office for our review.
5. Name of water utility company: \_\_\_\_\_  
Name of sewer utility company: \_\_\_\_\_
6. Name, address and telephone number of **each** lender holding current mortgage(s), and your loan account number(s). We need this information as soon as possible, as many lenders now require significant advance written notice for payoff information, and we do not want to delay your closing because of any difficulty in getting the payoff of your mortgage. Also, please sign enclosed Mortgagor's Consent and return to our office.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. If the property is a condominium, please list the association name, management company and telephone numbers: \_\_\_\_\_  
\_\_\_\_\_
8. Will you need certified funds at closing? **Y/N**. If so, we will charge a \$30.00 bank check fee.
9. Social Security Number(s): \_\_\_\_\_
10. Phone Numbers:  
Home: \_\_\_\_\_ Work: \_\_\_\_\_  
Cell: \_\_\_\_\_
11. E-Mail address: \_\_\_\_\_
12. If you are represented by Counsel, please provide his or her name, address, telephone number and email address: \_\_\_\_\_  
\_\_\_\_\_
13. If available, please provide a forwarding address: \_\_\_\_\_

**MORTGAGOR'S CONSENT**

I/We hereby authorize and consent to \_\_\_\_\_ to release Information to Frasca & Frasca, PA concerning the payoff figure of the following:

Account Number: \_\_\_\_\_

Property Location: \_\_\_\_\_

\_\_\_\_\_  
Date                                  Mortgagor's Signature                                  Please print name

\_\_\_\_\_  
Date                                  Mortgagor's Signature                                  Please print name

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\_\_\_\_\_  
Date                                  Mortgagor's Signature                                  Please print name