

Authorization To Provide Information

To: _____

*I/We authorize you to provide American Contract Buyers, LLC and/or the following assigns
_____ with information and copies (concerning items below) from
your file _____.*

We will need a copy of the documents listed below:

Contract Purchase Checklist (1st lien position)

- Copy of signed Contract, Note & Deed of Trust, or Note & Mortgage.
- Authorization to receive consumer reports form (2)
- Payment Record/History/Ledger (_____) and account balance.
- Escrow instructions from real estate sale in which the “contract” was created.
- Settlement/ Closing Statement and Earnest Money Agreement upon which the closing was based.
- Title insurance policy, which insures the “contract”.
- Fire insurance information on the property, which secures the “contract” (Insurance Company, Policy Number, Agent’s Name, Address and Telephone Number).
- Loan Payment Record.
- Provide two (2) pictures of each side of property (front, back, and sides of building).
- Evidence of Down Payment, cancelled check, Receipt or Bank Statement.
- Was any of the Down Payment borrowed? If so, provide lien details on loan obtained by Payor.
- Credit report on Payor and Seller if available or Authorization To Receive Consumer Report on Payor and Seller. See attached copy of Authorization.
- Copy of street or city map showing property location.
- Plans, surveys or other documents in your possession.
- Copy of fulfillment document or Deed of Reconveyance.
- Copy of mobile home title (if this property has a mobile home).
- Social Security number of Buyer.
- Copy of Form W-9 for Buyer.
- All information requested on form verification of account or assumption information.
- Please provide an assumption package and instructions (if applicable).
- Information concerning the subject property from the assessor’s office.
- Please provide payoff balance, etc., on any underlying mortgage(s) connected with this transaction.

Contract Purchase Checklist (2nd lien position)

- Copy of underlying Contract, Note & Deed of Trust, or Note & Mortgage.

- Account status letter from underlying lien holder. If not available, then please provide the following:
 - Underlying lien holder's name, address and phone number.
 - Underlying account number.
 - Do you have authorization on the account? (Circle one) YES / NO
 - If No, do we have your permission to contact the buyer for necessary Account authorization. (Circle one) YES / NO

If title insurance is needed for this transaction, it will be ordered from the original insurer or will be piggybacked on the existing policy that was done at time of sale.

Your signature is required for us to confirm balances, payment history and to obtain copies from your title or escrow company in the event we need further information.

(Thank you for your time and cooperation regarding this request)

Seller	Date
Seller	Date
Title/ Escrow Company	Policy Number

A photo-copy of this authorization shall be as valid as an original