

# REAL ESTATE REFINANCE ORDER FORM



Complete and fax to 703.787.8405, or save and email to [weborders@trusttitle.com](mailto:weborders@trusttitle.com)

Call 877.787.8780 for assistance

## REFINANCE ORDER INFORMATION

From: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

## NEW LOAN INFORMATION

Loan Amount \$ \_\_\_\_\_ Interest Rate %: \_\_\_\_\_ Settlement Date: \_\_\_\_\_ Time:  am  pm  
Loan Type:  Conv. Ins  Conv. Un-ins  FHA  VA  
 Other- \_\_\_\_\_ Settlement Location:  TT Office Location- \_\_\_\_\_  
 Other- \_\_\_\_\_  
Trust Type:  1st Trust  2nd Trust  Other- \_\_\_\_\_

## Refi Property Information

Subject Property Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Property County: \_\_\_\_\_

## Current Home Information\*

Borrower(s) Address:\* \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
*\*(if different from Subject Property Address)*

## Loan Officer

Loan Officer Name: \_\_\_\_\_  
Loan Officer Email: \_\_\_\_\_  
Loan Officer Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Contact Preference:  Phone  Cell  Email  
 Other- \_\_\_\_\_

## Loan Processor

Processor Name: \_\_\_\_\_  
Processor Email: \_\_\_\_\_  
Processor Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Contact Preference:  Phone  Cell  Email  
 Other- \_\_\_\_\_

## BORROWER INFORMATION

Borrower 1 Name: \_\_\_\_\_  
Borrower 1 SSN: \_\_\_\_\_  
Borrower 1 Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Borrower 1 Home Phone: \_\_\_\_\_  
Borrower 1 Email: \_\_\_\_\_  
Contact Preference:  Phone  Cell  Home  Email  
 Other- \_\_\_\_\_

Borrower 2 Name: \_\_\_\_\_  
Borrower 2 SSN: \_\_\_\_\_  
Borrower 2 Office Phone: \_\_\_\_\_  
Borrower 2 Cell: \_\_\_\_\_  
Borrower 2 Email: \_\_\_\_\_  
Contact Preference:  Phone  Cell  Home  Email  
 Other- \_\_\_\_\_

## CURRENT LOAN PAYOFF INFORMATION

1<sup>st</sup> Trust: \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Lender Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Loan / Account #: \_\_\_\_\_  
Type of Loan: \_\_\_\_\_

2<sup>nd</sup> Trust: \_\_\_\_\_  
Lender Name: \_\_\_\_\_  
Lender Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Loan / Account #: \_\_\_\_\_  
Type of Loan: \_\_\_\_\_

## SERVICE INFORMATION

Survey Required?  Yes  No  Affidavit Hazard Required?  Yes  No Termite Required?  Yes  No  
Other Required?  Yes  No If Yes, Description: \_\_\_\_\_

## HAZARD INSURANCE

Company: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Account Number: \_\_\_\_\_

## OTHER

Company: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Fax: \_\_\_\_\_  
Purpose: \_\_\_\_\_