



## Document Request Form

Closing Date	_____	Funding Date	_____
Loan Number	_____	Borrower Name	_____
State Parcel ID Number	_____	County For Notary	_____
Legal Description	Please Attach	Borrower Vesting	_____
Type of Seller (Corp, etc.)	_____	Seller Name	_____
Corporate Signer	_____	Corporate Capacity	_____
Seller Address	_____		
City	_____	State and Zip	_____
Closer Name	_____	Closer Phone	_____
Closer Email	_____		
Title Company	_____	Title Contact	_____
Address	_____		
City	_____	State and Zip	_____
Title County	_____	State of License	_____
Title Phone	_____	License Number	_____
Title Email	_____	Title File Number	_____
Settlement Co. Address	_____		
Settlement Co. City	_____	State & Zip	_____
Settlement Co. County	_____	State of License	_____
Settlement File Number	_____	License Number	_____
Settlement Contact	_____	Contact State of License	_____
Settlement Phone	_____	Contact License Number	_____
	Amount	Paid By (Borrower/Seller/Lender)	
Closing Fee	_____		
Recording Fee	_____		
Transfer Tax	_____		
Other	_____		
Other	_____		
Trustee Name	_____	Trustee Contact	_____
Trustee Address	_____		
Trustee City	_____	Trustee State and Zip	_____
Trustee Phone	_____	Trustee Email	_____

Please include your Preliminary Title Report and Legal Description and send this form to [locks@chenoafund.org](mailto:locks@chenoafund.org)