

# Sale Open Escrow Information Sheet



**Quality Service Escrow** 3454 E Florence  
 Ave suite A Huntington Park, CA 90255  
 P(323)562-0812 Fax(323)923-1769

Property Address	
	Short Sale: Yes / No

Property Type:    SFR    Units    Condo/Twn/Pud    Other: \_\_\_\_\_

Sale Date	Sales Price	Closing Date

Buyer(s)	Seller(s)
Name:	Name:
Address:	Address:
Phone:	Phone:
Vesting:	Vesting:

Service Companies		
<b>Escrow Company</b>	<b>Escrow Officer</b>	<b>Escrow File #</b>
<b>Quality Service Escrow</b>		Escrow Number to follow
<b>Mortgage Company</b>	<b>Loan Officer/Processor</b>	<b>Phone #</b>
<b>Title Company</b>	<b>Title Rep</b>	<b>Phone #</b>
<b>Home Warranty</b>	<b>Representative</b>	<b>Coverage</b>
		Basic      A/C      Other Roof      Units # _____ SFR
<b>Termite Company</b>	<b>Phone</b>	<b>Fax</b>
<b>Fire Insurance</b>	<b>Representative</b>	<b>Phone</b>
<b>Natural Hazard Company</b>	<b>Escrow To Order</b>	<b>*Agent To Order</b>
	<input type="checkbox"/> Please Order	<input type="checkbox"/> Invoice & Copy Attached

\* If you have already ordered it, please forward a copy of the report and invoice once received.

Agent Information			
Listing Agent	Company	Phone	Commission
		Office:	
		Cell:	
Selling Agent	Company	Phone	Commission
		Office:	
		Cell:	
Transaction Coordinator Fee?	Buyer \$ _____	Seller \$ _____	

Comments: \_\_\_\_\_

**Thank you for choosing Quality Service Escrow in this transaction!**

\*\*To better assist you, please fill out the information sheet completely and be sure that you have provided us with all the necessary documentation including: RPA's, Counters, Addendums, & Deposits.