

Liberty Community Management Inc
email form to closingletters@libertycm.com

Today's date _____ Date requested by _____

Community _____

Property Information

Physical Property Address: _____

Is this new construction: _____ Is this an empty lot _____ or occupied _____

Is this for a refinance _____ Is seller the declarant/builder _____ If yes name _____

Is this a foreclosure : _____ Date of Foreclosure: _____

Please provide copy of forclosure deed

Anticipated closing date: _____

Attorney's Information

Firms Name _____

Contact Name _____ Phone Number _____

Email Address _____ Fax Number _____

By submitting this form for processing, you acknowledge that there is a charge for the requested documents. This charge is required to be paid prior to releasing the information and is non-refundable. There is no charge for an update, if requested within 30 days for the original release date

NOTE: both payment and form must be received to begin the timeframe listed below

If required within 3 **business** days, there is a charge of \$105.00

If required within 2 **business** days, there is a charge of \$190.00

All payments must be paid at our website www.libertycm.com. Please click on the closing letter request tab,

DO NOT CLICK HOA PAYMENTS, you will be charged additional processing fees if you do

This will bring you to the payment window, then if you wish to have a fillable form, click on the words closing letter form on the page and it will open the form.

Send all forms to: closingletters@libertycm.com