

116 E Earle St.
Anderson, SC 29621
(864) 332-0881 Phone
(864) 332-0882 Fax

anderson@wlhawkinslawfirm.com

Susan S. Miranda, Esq.
Charles Clark, III, Esq.

Wendell L. Hawkins, P.A.
Attorneys at Law



Wendell L. Hawkins, P.A.
Attorneys at Law

103-C Regency Commons Dr.
Greer, SC 29650
(864) 848-9370 Phone
(864) 848-9759 Fax
greenville@wlhawkinslawfirm.com

Wendell L. Hawkins, Esq.
Aimee V. Leary, Esq.

PURCHASE FORM FOR SELLER(S)

Seller(s) Names(s): _____

Seller(s) Current Address: _____

Seller(s) Forwarding Address: _____

Seller(s) Email Address: _____

Seller(s) Cell Phone Number: _____

Seller(s) Home Number: _____

Seller(s) Work Number: _____

Seller(s) Social Security Number: _____

Name and Contact Information of Realtor: _____

Do you have any HOA regime fees? Yes _____ No _____ (Please check which applies)

If yes, please provide the management company name: _____

Phone Number: _____ Amount Paid: _____

How often are regime fees paid? (ex: Monthly): _____

Are you a South Carolina Resident? Yes _____ No _____ (Please check which applies)

If you are a non-resident, we must know what your gain is on the sale.

Please provide an estimate of your gain. \$ _____. (We are required to hold out 7% for non-corporations and 5% for corporations according to SC Revenue Ruling #09-13.)

Will you attend closing? Yes _____ No _____ (Please check which applies)

If you are not planning to attend closing please contact our firm as soon as possible.

How would you like to receive the proceeds of the sale?

_____ Check _____ FedEx (\$15 Fee) _____ Wire (\$15 Fee*)

*Wires can take up 48 hours to show up in your account

For any Mortgage or Equity Line Payoffs, please provide the following:

1st: Name of Lender: _____ Account Number: _____

Social Security # of Primary Account Holder: _____

2nd: Name of Lender: _____ Account Number: _____

Social Security # of Primary Account Holder: _____

Is the property in a Trust? Yes _____ No _____. If yes, please provide a copy to our firm ASAP.

Is the property owned by a Corporation, LLC, etc.? Yes _____ No _____.
If yes, please email or fax a copy of all formation documents or corporate authorization documents for the individual signing on behalf of the corporation/ LLC as soon as possible.

What is the nature of this property? _____ Condominium _____ Townhouse _____ Single Family

_____ Mobile Home _____ Commercial _____ Other
(If property is a Mobile Home, please also fill out of Mobile Home Form. Thank you)

Are there any tax liens, judgments or other liens to your knowledge that must be paid at closing?
Yes _____ No _____.

Did we miss anything? _____

We look forward to your real estate closing!