



Seller Tips

When Closing Your Escrow

AUTOMATIC PAYMENTS

If any payments are made automatically, including your previous mortgage, be sure to cancel them. It is better to cancel than have to wait for refunds which in some cases can take several weeks.

HAZARD INSURANCE

Be sure to speak with your insurance company about cancelling any policies you may have on the property you sold including home owners, fire, flood, earthquake etc.

UTILITIES

Be sure to cancel or transfer your utility services once you have vacated your property.
Be sure to include, electricity, water, gas, and trash services.

LANDSCAPING & POOL ETC.

Be sure to let your landscaping and pool service companies know you are moving and when you will no longer be in need of their services. If they do a great job you may want to forward their information to the new owners as a courtesy. Don't forget the house-keeper, newspapers and magazines delivered to your home, and any other special services if applicable.

FORWARDING ADDRESS

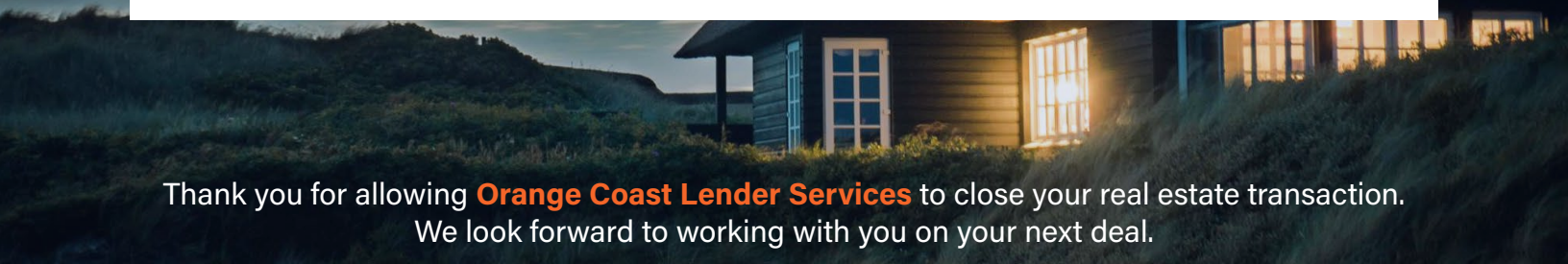
Be sure to file your forwarding address with the post office.

FINAL SETTLEMENT STATEMENT

Escrow will send your final statement by mail after closing. Keep this for your records and tax purposes.

ESCROW ACCOUNT FOR TAXES AND INSURANCE

If you pay your taxes and insurance through an escrow account on the property you are selling you may be entitled to a refund for any balances available. It may take up to 30 days to process these refunds. Make sure your mortgage holder has your forwarding address.



Thank you for allowing **Orange Coast Lender Services** to close your real estate transaction.
We look forward to working with you on your next deal.

