



Closing Planner

Closing procedures vary in different states, be sure to familiarize yourself with the requirements where you live. You will close in the office of 1st Choice Title Services or one of the realtor's offices. Be sure you review all documents before you sign.

Task	Date	By Whom
Select a moving company		
Order a Title Search From 1 st Choice Title Services		
Find out how much your loan payoff will be		
Review status of escrow accounts		
Get closing cost estimate		
Follow up on inspection contingencies		
Follow up on appraisal		
Complete change of address cards		
Contact utilities		
Confirm closing date		
Schedule move		
Prepare for final walk through inspection		
Confirm closing time the day before		
Review the final closing statement		
Take your checkbook		
Sign over the deed and receive sales proceeds		
Turn over keys		

