

Northeastern Metro Abstract Corp.

ACRIS E-FORMS & WESTCHESTER P.R.E.P.

***NOT required for Westchester Co-op's**

1. Please submit your request at least 3 days prior to the date of closing.
2. If PREP/E-Forms are to be used in conjunction with a transaction that is to be insured, preparation fee of \$250 will be added to your bill.
3. For "LLCs", the county clerk requires full name of LLC, complete address, including zip code, EIN number, and social security number of EACH member of the LLC.

FROM: _____

EMAIL: _____

FAX: _____

TITLE #: _____

PROPERTY ADDRESS INCLUDING ZIP CODE:

BOROUGH: _____ SECTION: _____ BLOCK: _____ LOT(S): _____

PROPERTY TYPE: _____ COOP NAME: _____

TOTAL CONSIDERATION: _____ DATE OF CONVEYANCE: _____

CONTRACT OF SALE DATE: _____ ASSESSED VALUE: _____

CONDITION OF TRANSFER: _____ LOT SIZE: _____
(fee interest, foreclosure, family transfer. etc.)

SCHOOL DISTRICT: _____

SELLER'S NAME(S)	ADDRESSES AFTER CLOSING (INCLUDING ZIP CODE)	SOCIAL SECURITY NOS.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

BUYER'S NAME(S)	ADDRESSES AFTER CLOSING (INCLUDING ZIP CODE)	SOCIAL SECURITY NOS.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____