



TITLE ORDER FAX FORM

R . J . C A L O N G N E , J R .

A P R O F E S S I O N A L L A W C O R P O R A T I O N

Please visit our website <http://trust-counsel.com>

Please mark "Bob" on your title orders (or Bob doesn't get paid)

Affiliated With



Deliver or Fax this Cover Sheet to Bob Calongne

Date: _____

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To: **Bob Calongne, Attorney-at-Law** bob@trust-counsel.com
Phone 225.768.1835 / Fax 225.768.9700 / Toll free 877.1031 / Cell 225.202.6774

From: _____
My phone number, fax number and email address are listed on the attached purchase agreement

Re: _____

CONGRATULATE ME on this contract and *please handle my closings with special care...*

- Copy of the purchase agreement is enclosed, please order the abstract
- Tentatively schedule the closing at ____ o'clock __.m. the ____ day of _____, 20____
- Price is \$_____ ; Lender is: _____
- The real estate commission is at ____ % of \$_____ (or \$_____), payable as follows:
- I will prepare the parties for an **EXPEDITED CLOSING – 30 MINUTES AT THE CLOSING TABLE**
- Other:
- Please **CONFIRM THIS ORDER** as soon as possible and advise me of the following:

File to be processed and closed at:

Preferred Title – Bluebonnet
4980 Bluebonnet Blvd., Ste. A, Baton Rouge, LA 70809 / Phone 225.766.6464 / Fax 225.763.6358

The **File No.** assigned: _____ **PLEASE REFER TO THIS NUMBER IN ALL COMMUNICATIONS**

The **Closing coordinator** assigned (either): **THIS IS YOUR CONTACT PERSON**

- Ananda Atmore** ananda@preferredtitleco.com Phone 225.766.6464 / Fax 225.763.6358; or
- Marie Walker** marie@preferredtitleco.com Phone 225.766.6464 / Fax 225.763.6358

The **Closing Attorney:** **Bob Calongne** bob@trust-counsel.com Phone 225.202.6774

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