

ALL OF THESE FIELDS ARE REQUIRED FOR PRC TO PROCESS YOUR ORDER EFFICIENTLY:

**CUSTOMER INFORMATION**

Company Name: \_\_\_\_\_ Loan #: \_\_\_\_\_

L.O. Name: \_\_\_\_\_ Lender: \_\_\_\_\_

L.O. Phone Number (w/ area code): \_\_\_\_\_

L.O. E-mail: \_\_\_\_\_

Processor/Additional Contacts: \_\_\_\_\_

Special Instructions/Notes: \_\_\_\_\_

**Fax ALL orders to (916) 782.0914 or email [Orders@PRClosings.com](mailto:Orders@PRClosings.com)**

**GENERAL ORDER INFORMATION**

Borrower: \_\_\_\_\_ SSN: \_\_\_\_\_

Co-Borrower: \_\_\_\_\_ SSN: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Estimated Property Value: \_\_\_\_\_

24 Month Tax Search (additional fee applies)  YES  NO

**PAYOFF INFORMATION**

Lender #1: \_\_\_\_\_ Loan #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

Lender #2: \_\_\_\_\_ Loan #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

**Conveniently place and track your orders online,  
 contact [clientservices@prclosings.com](mailto:clientservices@prclosings.com) for your credentials today!**