

PAGE 1 – SURPLUS FUNDS CHAIN OF TITLE
FOR FLORIDA TAX DEED SALES

NAME(S) OF PERSON(S) OR ENTITY FORECLOSED ON (CASE NAME) _____

DEED HOLDER(S) AT TIME OF FORECLOSURE (NOT THE BUYER) _____

FILE OR CASE NUMBER/DESCRIPTOR _____ (USE TAX CERTIFICATE#)

SURPLUS AMOUNT _____

COUNTY _____ STATE **FLORIDA**

DATE FILE REVIEWED _____ RESEARCHER _____

DID YOU VERIFY THAT FUNDS ARE STILL BEING HELD? (YES / NO)

FORECLOSED PROPERTY ADDRESS/LEGAL _____

DATE FORECLOSED _____

AMOUNT FORECLOSED ON (JUDGMENT AMOUNT) _____

SALES PRICE AT AUCTION _____

FORECLOSING COUNTY _____

FILE CHECKLIST – ITEMS WE REQUIRE FOR FLORIDA MORTGAGE AND HOA FILES REFERRED TO US, NO EXECPTIONS:

- COURT ORDERED TITLE REPORT
- NOTIFICATION ADDRESSES – ALSO CALLED COLLECTORS CERTIFICATE
- COPY OF DEED SHOWING OWNERSHIP AT TIME OF FORECLOSURE (NOT THE BUYER, WE WANT THE LAST OWNER RIGHT BEFORE THE SALE)

We also need copies of the mortgages, liens and judgments. These documents are usually located in the online court file. If they are not, you will have to go to the county courts online register of deeds website. These records can be found in the official records dept. The title report will list book and page numbers so it should be easy to locate. For mortgages, we only need the first 1 or 2 pages (most mortgage notes can be as many 20 pages).

IF ANY OF THESE ITEMS ARE MISSING, WE WILL NOT WORK THE FILE. PLEASE DO NOT SEND IN WITHOUT REQUIRED DOCS.

PAGE 2 – SURPLUS FUNDS CHAIN OF TITLE – MORTGAGE HISTORY

MORTGAGE HISTORY/CHAIN IN ORDER STARTING WITH EX-OWNER'S FIRST MORTGAGE ON PROPERTY

FIRST MORTGAGE ON PROPERTY:

NAME OF MTG HOLDER _____ AMOUNT _____ DATE _____
RECORDED _____ BOOK _____ PAGE _____ LOAN # _____
ADDRESS/CONTACT INFO _____

SATISFIED/PAID OFF - ? IF SO, DEED BOOK/PAGE REFERENCE: _____

SECOND MORTGAGE ON PROPERTY:

NAME OF MTG HOLDER _____ AMOUNT _____ DATE _____
RECORDED _____ BOOK _____ PAGE _____ LOAN # _____
ADDRESS/CONTACT INFO _____

SATISFIED/PAID OFF - ? IF SO, DEED BOOK/PAGE REFERENCE: _____

THIRD MORTGAGE ON PROPERTY:

NAME OF MTG HOLDER _____ AMOUNT _____ DATE _____
RECORDED _____ BOOK _____ PAGE _____ LOAN # _____
ADDRESS/CONTACT INFO _____

SATISFIED/PAID OFF - ? IF SO, DEED BOOK/PAGE REFERENCE: _____

FOURTH MORTGAGE ON PROPERTY:

NAME OF MTG HOLDER _____ AMOUNT _____ DATE _____
RECORDED _____ BOOK _____ PAGE _____ LOAN # _____
ADDRESS/CONTACT INFO _____

SATISFIED/PAID OFF - ? IF SO, DEED BOOK/PAGE REFERENCE: _____

PAGE 3 – SURPLUS FUNDS CHAIN OF TITLE – JUDGEMENT HISTORY

JUDGMENT/LIENS HISTORY/CHAIN

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

DATE RECORDED _____ ORIGINAL AMOUNT _____
CURRENT AMOUNT INCLUDING INTEREST ACCRUED, ETC. _____
NAME & ADDRESS AND CONTACT INFO OF JUDGMENT/LEIN HOLDER _____

PAGE 4 – SURPLUS FUNDS CHAIN OF TITLE – CONCLUSION SHEET

CONCLUSION – IF DECEASED, PLEASE CHECK ESTATE FILE AND INCLUDE ESTATE FUNDS WORKSHEET AND DOCUMENTATION

_____ ARE 1ST IN LINE FOR FUNDS CURRENTLY DUE
AMOUNT: _____

_____ ARE 2ND IN LINE FOR FUNDS CURRENTLY DUE
AMOUNT: _____

_____ ARE 3RD IN LINE FOR FUNDS CURRENTLY DUE
AMOUNT: _____

_____ ARE 4TH IN LINE FOR FUNDS CURRENTLY DUE
AMOUNT: _____

*******CONTACT INFORMATION FOR EACH PERSON IN LINE TO FOLLOW ON SEPARATE SHEET. TO INCLUDE NAMES, PHONE NUMBERS, ADDRESSES.**

CONTACT ADDRESS FOR CLAIMANTS:

NAME _____ PHONE _____

ADDRESS _____

IS THIS A 'GUESS' OR TAKEN FROM WHITEPAGES, ETC? _____

CONTACT ADDRESS FOR CLAIMANTS:

NAME _____ PHONE _____

ADDRESS _____

IS THIS A 'GUESS' OR TAKEN FROM WHITEPAGES, ETC? _____

CONTACT ADDRESS FOR CLAIMANTS:

NAME _____ PHONE _____

ADDRESS _____

IS THIS A 'GUESS' OR TAKEN FROM WHITEPAGES, ETC? _____

CONTACT ADDRESS FOR CLAIMANTS:

NAME _____ PHONE _____

ADDRESS _____

IS THIS A 'GUESS' OR TAKEN FROM WHITEPAGES, ETC? _____