

PAGE 1 – SURPLUS FUNDS CHAIN OF TITLEFOR TAX
FORECLOSURES

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 _____ SURPLUS AMOUNT
COUNTY _____ STATE _____

DATE FILE REVIEWED _____ RESEARCHER _____

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

DID YOU PHYSICALLY OPEN THE FILE? (YES / NO)

**IF YOU DO NOT ANSWER THE ABOVE QUESTIONS, WE WILL NOT START TO WORK ON THIS FILE – NO EXCEPTIONS! IF WE FIND THAT YOU ARE DISHONEST IN ANSWERING, WE WILL CEASE TO WORK YOUR FILES FOREVER – NO EXCEPTIONS!*

FORECLOSED PROPERTY ADDRESS/LEGAL _____

FORECLOSED TAX SALE INFORMATION:

DATE FORECLOSED (TAX SALE SOLD DATE) _____

AMOUNT OF FORECLOSED ON(JUDGEMENT AMOUNT) _____

FORECLOSING ENTITY (COUNTY OR CITY NAME) _____

FILE CHECKLIST – ITEMS WE REQUIRE FOR EACH FILE REFERRED TO US, NO EXECPTIONS:

- COPY OF THE FORECLOSURE ORDER OR PROCEEDING
- COPY OF DISBURSEMENT SHEET OR LETTER SUMMARIZING MONIES IN SURPLUS/EXCESS
- COPY OF PAGES WITH NOTIFICATION ADDRESSES
- COPY OF MORTGAGES OR JUDGMENTS STILL IN LINE FOR SURPLUS
- COPY OF DEED SHOWING OWNERSHIP AT TIME OF FORECLOSURE
- (OPTIONAL) COPY OF COURT GENERATED TITLE WORK

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: _____

FIFTH 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 – MORTGAGE HISTORY CONTINUED

SIXTH 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: _____

SEVENTH 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: _____

EIGHTH 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: _____

NINTH 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 4 – SURPLUS FUNDS CHAIN OF TITLE – JUDGEMENT HISTORY

JUDGMENT/LIENS HISTORY/CHAIN

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

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

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

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

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

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

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

PAGE 5 – 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? _____