



**CL-100  
REQUEST FORM**

**YOUR NAME:**

**(ATTORNEY)**

**CONTACT INFO:**

**FIRM NAME  
FOR RESPONSIBLE  
PARTY**

**COMPANY NAME:**

**PROPERTY INFO**

**PROPERTY  
ADDRESS:**

**SELLER NAME:**

**BUYER NAME:**

**PARTY RESPONSIBLE FOR PAYMENT AND CONTACT INFORMATION**

**NAME:**

**BUYER**

**PHONE #**

**SELLER**

**BILLING ADDRESS:**

**PAYMENT FOR CL-100 IS DUE UPON COMPLETION OF INSPECTION. A CL-100 is a legal binding document, and once the service has been performed payment is due. We understand that issues arise that will cause a closing to “fall through”, however that does not negate the fact that a service has been rendered and payment is due and expected. Please ensure that you have explained that to the responsible party when ordering CL-100’s. We reserve the right to request full payment in advance. All bank owned properties must be paid in advance. We reserve the right to adjust pricing as needed.**

**ANY ADDITIONAL ACCESS INFO:**

**NEED BY  
DATE:**

**CLOSING  
DATE:**

**PROPERTY OCCUPANCY (MUST BE FILLED OUT)**

**IS PROPERTY ON MLS**

**IS PROPERTY ON PRIVATE LOCKBOX**

**PRIVATE LOCKBOX CODE**

**OCCUPIED**

**VACANT**