



Consumers First Settlements

20937 Ashburn Road, Suite 230

Ashburn, VA 20147

P (703) 723-0522 ♦ F (703) 723-0533

info@cfsettlements.com

PROPERTY: _____

BORROWER: _____

Thank you for choosing Consumers First Settlements, Inc. to handle your refinance of the above referenced property. We look forward to providing you with a professional, seamless transaction.

Consumers First Settlements must obtain payoff information for any existing mortgages, including any lines of credit against the subject property. Please complete the enclosed **Mortgage Authorization Form** and sign the form with a handwritten signature – electronic signatures are not acceptable – and return to Consumers First Settlements by either fax or email.

Please remember to bring the following to settlement:

1. Two forms of identification
2. A voided check or deposit slip or other written instructions if you wish your sales proceeds to be wired directly to your bank account.

Please let us know if you have any questions or concerns. Thank you for giving Consumers First Settlements the opportunity to provide you with excellent service. We look forward to working with you.

Sincerely,

Consumers First Settlements