



Closing Outside of Title Company Authorization Form

GF: _____

Please complete Section 1 or Section 2 and Sign and Date below.

Section 1

I/We, _____, request the use of a notary service to facilitate my/our
(Print First & Last Name)
closing with the above GF number.

I/We are aware I/We will incur an additional fee for notary signing and courier fees.

Notary Signing Fee- \$150.00-\$175.00 for Seller Package / \$250.00 for Loan Package
Courier Fee- \$20.00

Section 2

I/We, _____, request the use of a title company to facilitate my/our
(Print First & Last Name)
closing with the above GF number.

Information for Title Company I/We wish to use:

Name: _____
Address: _____
Phone Number: _____
E-Mail Address: _____
Contact Name: _____

(Note: Not all title companies will do notary/courtesy closings.)

Title Company Fee- To Be Determined by Requested Title Company
Courier Fee- \$20.00

I/We, _____, authorize the payment for the choice I/we have
(Print First & Last Name)
selected above.

Sign and Date Below:

(First & Last Name)

(Date)

(First & Last Name)

(Date)

**Please E-Mail (carolynw@fredericksburgtitles.com), Fax (830-997-0193) or Drop Off (at
203 W. Austin St., Fredericksburg, TX) the completed form.**

Thank You!