

ACRIS E-Forms & Westchester P.R.E.P

*NOT required for Westchester co-op's

1. Please submit your request at least **3** days prior to the date of closing.
2. If PREP/E-Forms are to be used in conjunction with a transaction that is to be insured by Judicial Title Insurance, a preparation fee of **\$150** will be added to your title bill.
3. If these forms are NOT part of a transaction to be insured by Judicial Title Insurance, the sum of \$150 will be due and payable upon receipt of the forms.

If you would like Judicial Title to file a deed or co-op filing with the requested PREP/E-Forms, please include an additional \$300 for 1-3 family dwellings, \$425 for all other properties and \$150 for NYC co-op filings. (*Please send a \$100 check payable to 'NYC Dept. of Finance' and \$50 to Judicial Title.)*

From: _____ To: Judicial Title Recording Department

Fax #: _____ Email: ACRIS@judicialtitle.com Fax: 914-381-6785

E-Mail: _____ Title # or JR # (if app): _____

Property Address: _____

Borough: _____ Section: _____ Block: _____ Lot: _____

Property Type: _____ Co-op Name: _____

Total Consideration: _____ Date of Conveyance: _____

Contract of Sale Date: _____ Condition of Transfer: _____
Fee interest, foreclosure, family transfer, etc.

Assessed Value: _____ Lot Size: _____

School District: _____

| Seller's Name(s) | Address(es) (after closing): | Social Security Numbers(s): |
|------------------|------------------------------|-----------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| Buyer's Name(s) | Address(es) (after closing): | Social Security Numbers(s): |
|-----------------|------------------------------|-----------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |