MARINATITLE

The Investor Closing Checklist

Protect your deal. Avoid legal mistakes. Close with confidence.

The Legal REI Closing Checklist

1. Confirm Your Deal Type

Know what you'reworking with, a wholesale deal, novation, subject-to, or other. The deal structure affects everything from contract paperwork to title prep.

2. Double Check the Purchase Contract Essential Terms

Makesure the contractincludes:

- Buyer and seller names
- Purchase price
- Property description
- Escrow deposit amount & terms of release
- Inspection period
- Property access
- Required disclosures
- Closing costs
- Closing date
- Any other key terms (tenants, post-occupancy, cash advances, etc.)

3. Prepare Supporting Legal Docs

Depending on your deal type,youmayneedextras — like a Subject-To Addendum or Power of Attorney for novations.

4. Confirm All Signatures & Dates

Everydocumentshouldbefullyexecuted.Nomissing signatures, initials, or dates, especially on counteroffers.

5. Validate Entity Signatures

Ifthebuyeris acompany,their nameAND title (e.g. Manager, President) must be stated. Never sign using just the company name.

6. Calendar Critical Deadlines

Setreminders for:

- Inspection period end date
- Escrow deposit deadline
- Final closing date

Missing any of these can cost you the deal.

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7. Confirm Seller's Legal Capacity

Make suretheright partyissigning:

- If a trust, name the trustee
- If an estate, confirm heirs or personal rep

8. Send Docs to Title Company

Provide the titlecompany with the signedpurchase contract and seller contact info right away to start the process.

9. POA? Get It Approved

If a Power ofAttorney isbeingusedfor the seller closing documents, send it to title for review and approval.

10. Deposit Escrow On Time

Wireor drop offtheescrow depositexactly as the contract outlines. Late deposits can invalidate your deal.

11. Confirm Title & Lien Searches Are Ordered

Makesuretitlehas ordered thetitlecommitmentandmunicipallien search immediately after contract signing.

12. Verify Seller's Identity

Thetitlecompanyshouldverifytheseller'sIdentity before closing.

13. Request Association Estoppel

Ifthepropertyispart ofacondo orHOA,ensure the title company obtains the estoppel to check for unpaid fees and violations.

14. Resolve Any Title Issues Early

Ifthere areany liensorviolations,workwiththetitle company to get them cleared before closing.

15. Check Loan and Lien Payoffs

Titleshould obtain all mortgage,judgment,and lien payoffs. Verify that everything's ready for a clean transfer.

16. Confirm Funds Are Ready to Close

Makesureall funds areinplace—yours,yourbuyer's,or the lender's. Don't assume the money's handled.

17. Submit Final Deal Docs

Forassignments,double closings,or novations, send the BC contract, assignment, or novation agreement to title ASAP (as applicable).

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18. Prepare Closing Docs for Your Deal Type

Usedeal-specificdocuments—like aholdharmlessagreementfor subject-to deals — and make sure title drafts correctly.

19. Review the Closing Statement

Double-checkthatyourfeeisstatedcorrectly.Don’t leave money on the table.

20. Verify the Deed

Ifyou're taking title,makesure the deed is accurate and reflects the correct vesting information.

21. Schedule Signings

Confirmwhether theclosingwillbe remote, online, or in-person, and thateveryoneis properlyscheduled.

22. Provide Wire Instructions

Sendyourwire info tothetitlecompanybefore closing and make sure they verbally confirmthem with you.

23. Save Your Closing Docs

Keepsignedcopiesoftheclosingstatement and all other critical docs in your records for future reference.

Ready to Close With Confidence?

If you want a Florida title team that speaks ‘’investor’’, protects your deals, and actually gets creative and wholesale transactions closed — it’s time to work with us. Reach out now and let’s get your next deal locked in tight.

This free guide helps you stay protected - but if you're doing deals in Florida, there’s no substitute for local legal expertise.

Disclaimer: This real estate closing checklist is provided for educational purposes only and is intended to serve as a general guide for investors. Each investment transaction is unique, and this checklist may not address all steps or considerations relevant to your specific deal. You should consult with your attorney, title company, or other qualified professionals to ensure a thorough and accurate closing process.