



SOUTHERN ABSTRACTS, INC.

MORTGAGE AND CONVEYANCE CERTIFICATE ORDER FORM

This Order is from:

Company Name: _____

Requested by: _____

Client File Number: _____

SAI File Number: _____

[it is not necessary to complete address information if you are an existing client]

Address: _____

City: _____

State: _____

Zip Code: _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

Charge to: _____

[If different from above]

Deliver to:

Same as above: ___yes ___no

[it is not necessary to complete delivery information if identical to company information]

Name: _____

Company: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Method of delivery:

____ Hand delivery ____ Mail ____ Fax only
____ Overnight [name of overnight service and account #: _____]

Property Information:

Present Owner: _____
Municipal Address: _____
City/Town _____
Subdivision _____
Square and Lot _____
Misc. _____

Research Requested:

(you may select more than one)

____ Conveyance and Mortgage Certificates
____ Conveyance Certificate (Only)
____ Mortgage Certificate (Only)
____ Chattel Mortgage Certificate
____ General Mortgage Certificate
____ Accounts Receivable
____ UCC Search (provide Tax ID if possible)

Names Requested:

(names run exactly as provided – no variations)

____ Acquired: _____
____ COB/folio: _____
____ Run to: _____

____ Acquired: _____
____ COB/folio: _____

_____ Run to: _____

To Acquire Name(s):

Comments and Special Instructions:

Southern Abstracts, Inc.
300 Huey P. Long Avenue, Suite 200 Gretna, LA 70053
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