

## Helpful Instructions Regarding Closing Requirements



- Please forward ALL requested paper work within 48 hours. Your loan cannot be fully processed until all documentation has been received.
- Be sure to have the insurance policy for your home in place at least one week before scheduled closing. The title company will not be able to close your loan without this information. Please have your insurance company contact us or the title company directly. Your insurance company will need the following Peoples Bank Mortgagee Clause.

PEOPLES BANK NATIONAL ASSOCIATION  
ISAOA  
P.O. BOX 738  
MARIETTA, OH 45750-0738

Call us at  
**1.800.374.6123**  
or visit us at  
**peoplesbancorp.com**  
to learn more about  
Home Loans options  
from Peoples Bank.

- You must have a cashier's check at closing issued to the specific title company that we are using for closing.
- Try to keep a flexible schedule on the day of closing.
- To change your pre-approval status to active status on a purchase, you MUST have a signed Purchase Contract and a signed Residential Property Disclosure.
- When in doubt, call us.

We would like to thank you once again for your business. Entrusting us with one of the largest financial transactions of your life is something we take very seriously. If we can be of any service to any of your friends, co-workers, or family members please tell them to contact us. We look forward to taking care of their financial needs as well!



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