

Our goal is to process your request within 48 hours, however the recent spike in COVID cases may cause delays in expediting your request. We appreciate your patience.

Please complete the form below completely (*all fields are required)

- Submit your request to our Customer Service Department, at AR@Sequelnh.com.
- **Payment of \$200.00 must be received in advance for your request to be processed.**
- For faster service, we accept VISA/Mastercard by calling 603-889-5160 x111 or email: AR@Sequelnh.com
Your payment receipt will be emailed to you for your records. If you require faster service than 48 hours, an additional fee of \$200.00 will apply.

Please Note- if providing CC on this form, we require the billing address for that card or your payment will decline!!

***Date of Lien Release Request:** _____

***CLOSING DATE:** _____

***Property Address for Lien Release:**

Street # _____ Street Name _____

City _____ State _____ Zip Code _____

***Contact Information of person requesting Lien Release and payment receipt**

Full Name: _____

Company: _____

Email: _____ Phone: _____

***All Buyer(s) Information is required (both Mr & Mrs) - Full Names as it appears on Property Deed**

Full Name of Buyer 1: _____ **Primary Contact** _____

Email: _____

Primary Address: (if different from above) _____

Home/Work Phone: _____ Mobile: _____

Full Name of Buyer 2: _____

Email: _____

Primary Address: (if different from above) _____

Home/Work Phone _____ Mobile: _____

***Circle one: OWNER OCCUPIED (OR) INVESTMENT PROPERTY – (Tenant Contact Information is required)**

Once the Closing has been confirmed, the Buyers will receive a Welcome Letter from the Condo Association. The Welcome letter will include important community news and payment information for monthly condo fees. New homeowners will be emailed a link to register for our Appfolio Software to make online condo fee payments, request maintenance and check account balance. All condo news and notices will be communicated to homeowners using Appfolio.