

Draw request for: _____ Draw Number: _____
 Property Address: _____ Loan Number: _____
 Contractor: _____ File Number: _____

All items must be supported by statement or Lien Release, No Pay-Outs will be processed without Social Security Numbers or Current W-9 information. The lender is solely responsible for approving the items listed herein.

	Labor	Material	Partial	Full
Pay to: Hogan Land Title Company \$ _____ Address: _____ SSN: _____				
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Pay to: Hogan Land Title Company \$ _____ Address: _____ SSN: _____				
Pay to: Hogan Land Title Company \$ _____ Address: _____ SSN: _____				

Total Disbursements: \$ _____

Owner _____ Date _____ Owner _____ Date _____

Contractor _____ Date _____ Bank Approval By: _____ Date _____

Under penalty of perjury the above signor is stating that all payments listed herein are for the property address described above.

Disbursing Procedures are as follows

We no longer accept fax or email draw request.

- When completing a draw request form...Please make sure the Owner's name, Contractor's name and the property address is on the form.
- The Owners original signature is required before the request can be submitted to the bank, as well as the Contractor.
- Make sure draw request & invoices are legible...these items have to be faxed to the lender.
- List all vendors and the dollar amounts that are to be paid.
- ALL ORIGINAL SUPPORTING INVOICES are to be attached to draw request form for each vendor listed.
- Please submit the invoices with the statement.
- The property address, Date, & Description of the work performed must be on the invoice.
- If you are requesting a reimbursement...INVOICES MUST be submitted for the dollar amount requested, along with a paid vendor receipt or copy of front and back of canceled check and...
- Signed lien waiver for invoices \$500.00 or more.
- NO INVOICES WILL BE ACCEPTED UNLESS WITH A DRAW REQUEST
- If a check is not marked for pick up, it will be mailed.
- 2 BUSINESS DAYS are required to complete a draw request. Should a problem or question arise from our title update or physical inspection, additional time may be required.