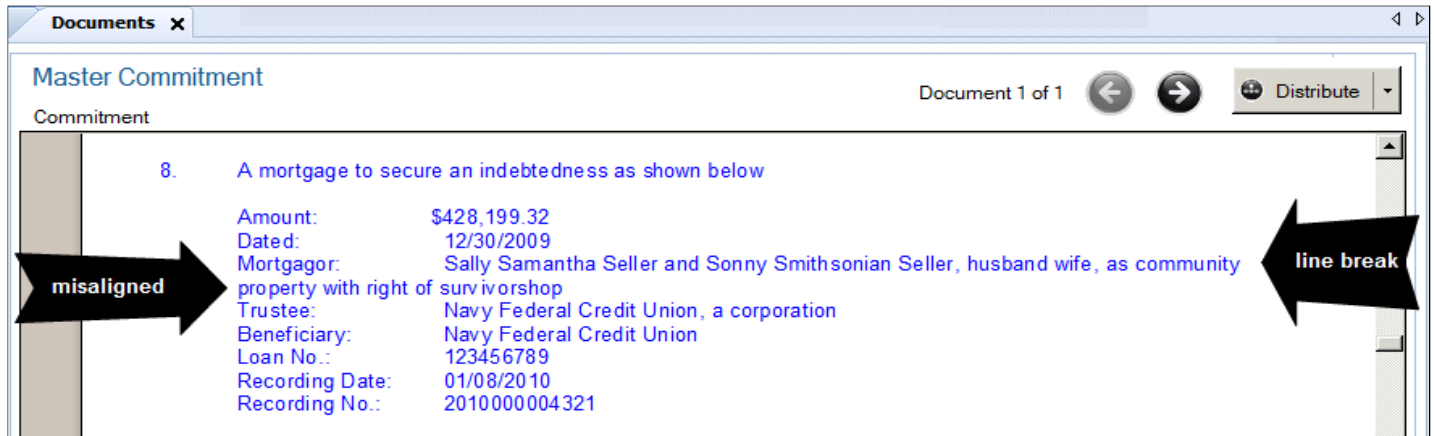


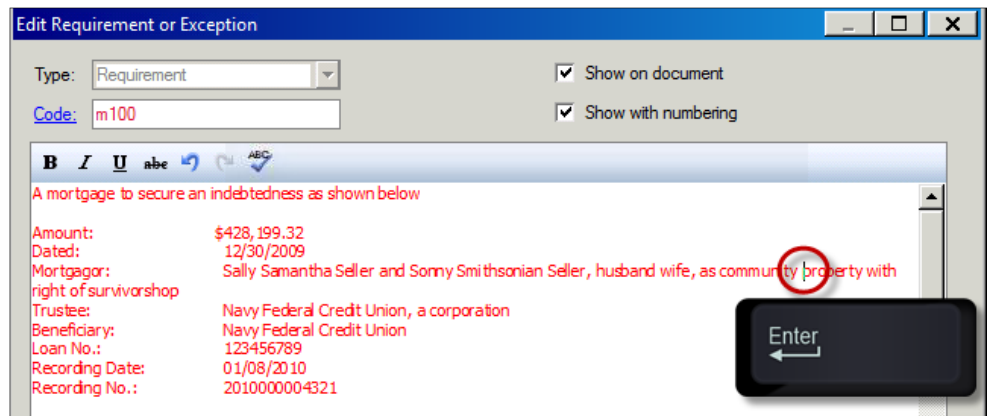
When previewing a document for distribution, you may notice text that is out of alignment. Follow these steps to realign the text at the source.

Keep in mind each instance of misaligned text must be evaluated individually because there are many factors, including your own screen resolution, that influence where text breaks in a document. As you get more familiar with your screen resolution and where the text breaks, you should be able to estimate these adjustments more easily.

1. Starting on the document preview, identify where the text is misaligned and where the line break should be

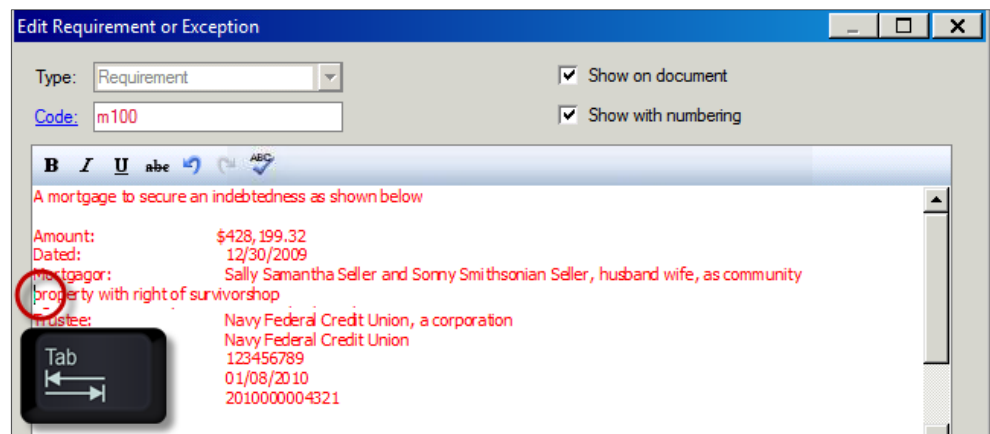


2. Navigate to the source text (you may be able to hotspot)
3. Place your cursor where you determined the line break should be
4. Press the **Enter** key

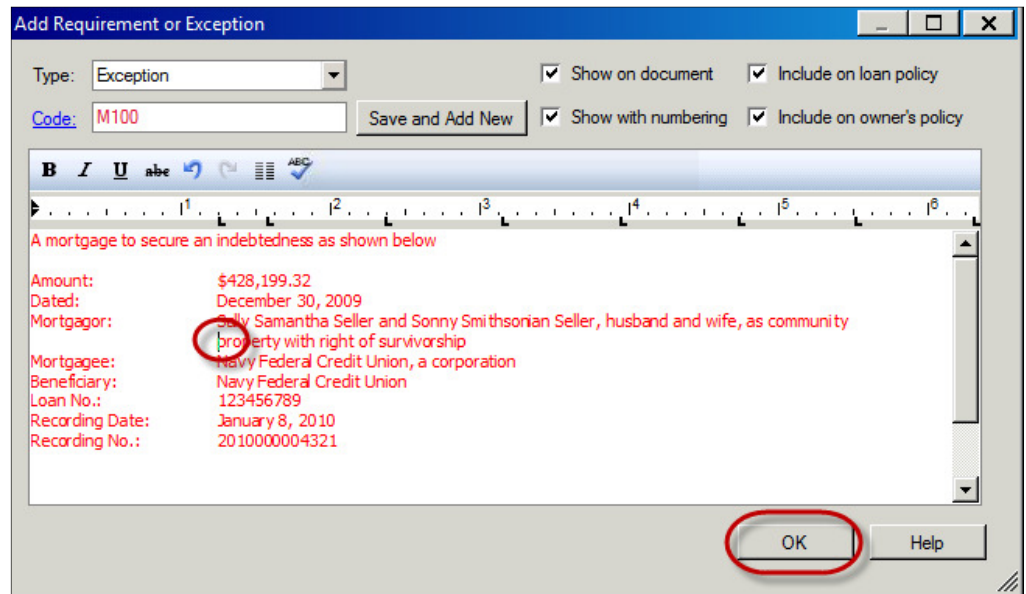


5. With the cursor still in place, press the **Tab** key until the text is properly aligned

NOTE: in most cases, you should only have to **Tab** once.







- When the text is aligned, click the **OK** button



Add Requirement or Exception

Type: ☒ Show on document ☒ Include on loan policy

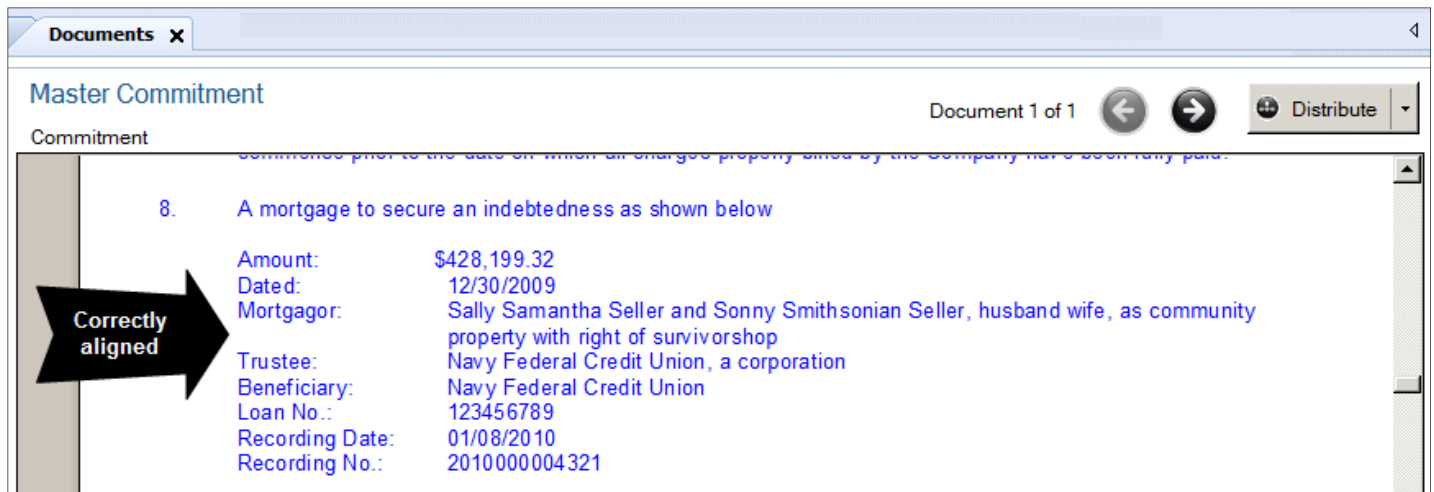
Code: ☒ Show with numbering ☒ Include on owner's policy

B I U abe    



A mortgage to secure an indebtedness as shown below

Amount: \$428,199.32
Dated: December 30, 2009
Mortgagor: Sally Samantha Seller and Sonny Smithsonian Seller, husband and wife, as community property with right of survivorship
Mortgagee: Navy Federal Credit Union, a corporation
Beneficiary: Navy Federal Credit Union
Loan No.: 123456789
Recording Date: January 8, 2010
Recording No.: 201000004321

- Navigate back to the document preview to verify you got the desired result



Documents x

Master Commitment Document 1 of 1  

Commitment

8. A mortgage to secure an indebtedness as shown below

Amount: \$428,199.32
Dated: 12/30/2009
Mortgagor: Sally Samantha Seller and Sonny Smithsonian Seller, husband wife, as community property with right of survivorshop
Trustee: Navy Federal Credit Union, a corporation
Beneficiary: Navy Federal Credit Union
Loan No.: 123456789
Recording Date: 01/08/2010
Recording No.: 2010000004321

Correctly aligned →