

SOFTPRO SELECT

RELEASE NOTES



JANUARY, 2019

Testing Release Date: January 3, 2019

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JANUARY RELEASE NOTES

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ALL STATES/SITES

DOCUMENTS

Escrow

ALTA Information Collection Form

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	CT SoCal		510813	

Updated to match the most recent revision (Rev. 12/2018).

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Closing Disclosure Forms

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	WA		509186	

On Page 2

- Buyer and Borrower versions will suppress any line descriptions, RE, and amounts that are for the seller only.
- Seller version will suppress any lines descriptions, RE, and amounts that are for the buyer/borrower only

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Corporate Invoice

Consolidated Invoice

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	CORP		508214	

HTML Version

- When custom field to change name of invoice (InvoiceCustomTitle_FNF#) does not contain the word "Invoice", then document will suppress the order number used for scanning in the top right corner.
- When using the new custom field InvoiceCustomDueUponText_FNF# to change the 'Due Upon Receipt' text, if blank show current text and if updated then print language in custom field.

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Preliminary Report Approval - Buyer Preliminary Report Approval - Buyer - DS

NEW/MOD MOD	REQUESTED BY CA	FOOTPRINTS No(s).	TFS No(s). 512319	FILE NAME (NEW ITEMS ONLY)
----------------	--------------------	-------------------	----------------------	----------------------------

Added the CAR 2018 dropdowns and associated with correct language on document.

If using a CAR Contract, please select the type

- CAR 2014 Manufactured Home
- CAR 2014 Probate
- CAR 2015 Commercial Property
- CAR 2015 Residential
- CAR 2015 Residential Income
- CAR 2015 Vacant Land
- CAR 2018 Commercial Property
- CAR 2018 Manufactured Home
- CAR 2018 New Construction
- CAR 2018 Probate
- CAR 2018 Residential
- CAR 2018 Vacant Land

I hereby acknowledge receipt of copy of said Preliminary Report and the report has satisfied, or by this acknowledgment I waive, the condition as listed under Paragraph 13A of the purchase agreement. ¶

Will pull paragraph no.:

- 17A
- 15A
- 20A
- 15A
- 13A
- 18A

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Settlement Statements

NEW/MOD MOD	REQUESTED BY ID/FNT Seattle NCS	FOOTPRINTS No(s).	TFS No(s). 511330,511480	FILE NAME (NEW ITEMS ONLY)
----------------	---------------------------------------	-------------------	-----------------------------	----------------------------

- Statements now include NBING and NBINI to exclude bill code amounts (HUD/CDF/ALTA)

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REPORTS

1099-S Details by Order

NEW/MOD MOD	REQUESTED BY WA	FOOTPRINTS No(s).	TFS No(s). 507582	FILE NAME (NEW ITEMS ONLY) SSCORP5383.spdoc - 1099-S Details by Order
----------------	--------------------	-------------------	----------------------	---

General:

Title – 1099-S Details by Order

Tree location – 1099 Reports Folder

Parameters:

- Report Type Drop down
 - Settlement Date (default)
 - Open Date
 - Received date
 - Closed Date
 - WSOB Closed
- date from
 - default to 1st day of current month
- date through
 - default to prior business day
- Include Cancelled orders Checkbox, default to unchecked
- Excel Export checked box, default to unchecked
- Group 1 drop down
 - Branch (default)
 - Escrow Officer
 - Title Officer
- Group 2 drop down
 - None (default)
 - Escrow Officer
 - Title Officer
- 1099 Type drop down
 - All (Default)
 - Excluded from IRS
 - If checked report would show orders where {{Order.IRS1099.IsExcluded}} box is checked
 - Exempt from 1099 Reporting
 - If checked report would show orders where {{Order.Sellers.Proceeds.Is1099Exempt}} box is checked
 - Foreign Person
 - If checked report would show orders where {{Order.Sellers.Proceeds.IsForeignPerson}} box is checked
 - 1900-S Provided
 - If checked report would show orders where {{Order.Sellers.Proceeds.Is1099Provided}} box is checked
 - 1099-S Signed
 - If checked report would show orders where {{Order.Sellers.Proceeds.Is1099Signed}} box is checked
 - Property Services Received
 - If checked report would show orders where {{Order.Sellers.Proceeds.IsPropertyServicesReceived}} box is checked
- Branch picklist
- Escrow Officer Picklist
- Title Officer Picklist



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- Show report programming notes
- Report comments

Groups:

- Based on group 1 and 2 drop downs

Columns:

- Order Number
- Settlement Date
- Seller Name
 - From 1099 screen: {{Order.Sellers.Proceeds.Name}} + {{Order.Sellers.Proceeds.ContinuationOfName}}
- % of Total
 - {{Order.Sellers.Proceeds.Percentage}}
- Cash to Seller
 - {{Order.Sellers.Proceeds.Amount}}
- 1099-S Proceeds
 - {{Order.Sellers.Proceeds.AmountOfProceeds}}
- Property Services Received
 - 'X' in column if {{Order.Sellers.Proceeds.IsPropertyServicesReceived}} box is checked
- Foreign Person
 - 'X' in column if {{Order.Sellers.Proceeds.IsForeignPerson}} box is checked
- 1099-S Provided
 - 'X' in column if {{Order.Sellers.Proceeds.Is1099Provided}} box is checked
- 1099-S Signed
 - 'X' in column if {{Order.Sellers.Proceeds.Is1099Signed}} box is checked
- Exempt from 1099 Reporting
 - 'X' is column if {{Order.Sellers.Proceeds.Is1099Exempt}} box is checked
- Excluded From IRS Submission
 - 'X' is column if {{Order.IRS1099.IsExcluded}} box is checked

Totals:

- Per group and report total of:
 - Orders count
 - Count of order with Property services received checked
 - Count of orders with foreign person box checked
 - Count of orders with 1099-s provided checked
 - Count of orders with 1099-s signed checked
 - Count of orders with exempt from 1099 reporting checked

Sorting:

- Alphabetically by Groups first, then order number

Logic:

- Show all purchase orders in the date range selected
- Purchase order – order where transaction type {{Order.TransactionType}} = 'Purchase'
- Show all sellers on a separate row
 - Note: this is done for each seller contact, so a joint seller would show on the same row. S and S2 would show on separate rows.

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Comparison with Group Selection				
NEW/MOD MOD	REQUESTED BY CT IN	FOOTPRINTS No(s).	TFS No(s). 505052	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • In the group 2 drop down added new option: 'Marketing Source, Main Contact'. when selected it will pull the marketing source company name and main contact person • Added new drop down list called "Marketing Source Contact Type:", placed this under the group 2 drop down with the following options: <ul style="list-style-type: none"> ○ All (Default) ○ Attorney ○ Lender ○ Listing Agent ○ Mortgage Broker ○ Selling Agent ○ Listing and Selling Agent • Added new picklist options: <ul style="list-style-type: none"> ○ Transaction Type - show under sales rep ○ Order Type - show under transaction type ○ Product Type - show under order type 				

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Fees by Selection				
NEW/MOD MOD	REQUESTED BY NCS Pitt	FOOTPRINTS No(s).	TFS No(s). 504120	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • On the excel export added a new column called Marketing Source Company and will populate with the name of the marketing source. Column inserted between MKT Info (Column K) and Mkt Source Main Contact (column L) 				

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FinCen				
NEW/MOD MOD	REQUESTED BY CORP	FOOTPRINTS No(s).	TFS No(s). 504055	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • updated logic: <ul style="list-style-type: none"> ○ Report excludes buyer entity type where buyer is an organization and a Trust 				

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In Process/Pipeline Orders				
NEW/MOD MOD	REQUESTED BY CT DC	FOOTPRINTS No(s).	TFS No(s). 509250	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • On commercial excel export inserted two new columns after sales rep. <ul style="list-style-type: none"> ○ Escrow Officer - {{Order.Escrow.Officer.Name}} ○ Title Officer - {{Order.Title.Officer.Name}} 				

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Marketing Source Orders				
NEW/MOD MOD	REQUESTED BY CT OK	FOOTPRINTS No(s).	TFS No(s). 508450	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • Marketing source contact type drop down on the parameter screen - add new option called "Listing and Selling Agent/Broker" and if selected report will limit to listing and selling agent contacts. • Excel export: <ul style="list-style-type: none"> ○ Column was missing the header name, column N should say "Total Revenue" and all other should shift down one to line up correctly. Currently premium is showing over total rev and sales rep is showing over premium column • Added new columns/re-arrange columns: <ul style="list-style-type: none"> ○ Move Premium column to show in front of Total Rev Column (this should only pull TP & END bill codes + CRRAR Rev field) ○ add new column in front of premium called 'Escrow Rev' and pull the ESC bill code only ○ add new column after premium called 'Other Rev' and pull all bill codes with a GL code that begins with 4 and is not TP, END or ESC • Excel should now show: <ul style="list-style-type: none"> ○ Escrow Revenue ○ Premium ○ Other ○ Total Revenue 				

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Open/Closed Orders by Selection				
NEW/MOD MOD	REQUESTED BY PAIWA	FOOTPRINTS No(s).	TFS No(s). 509293	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • On parameter screen added checkbox called "Premium Only Rev :", defaulted to unchecked and place under Use Alternate Bill Codes checkbox. <ul style="list-style-type: none"> ○ When this option is selected it will only show TP and END bill codes as well as NCS Premium 1 {{Order.NCSPremium1_FNF#}} if NCS Closing date 1 {{Order.ClosingDate_FNF#}} is in the date range and NCS Premium 2 {{Order.NCSPremium2_FNF#}} if NCS Closing date 2 {{Order.ClosingDate2_FNF#}} is in the date range. • On the excel export added a new column after the rate summary and final premium columns called "Additional Description" and pull in Additional Description field {{Order.AdditionalDescription_FNF#}} 				

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Open/Closed Pipeline				
NEW/MOD MOD	REQUESTED BY CORP	FOOTPRINTS No(s).	TFS No(s). 508572	FILE NAME (NEW ITEMS ONLY)
<p>Updates as follows:</p> <ul style="list-style-type: none"> • Title Premium = sum of TP bill codes + CRRAR Rev {{Order.CRRARRev_FNF#}} <ul style="list-style-type: none"> ○ (Note: updating this column to no longer pull NCS Premium fields) • END Premium = sum of all END bill codes • Other Revenue = sum of all bill codes that have a GL code beginning with 4 and not TP or END bill codes <ul style="list-style-type: none"> ○ (Note: this column will still get suppressed when premium only revenue checkbox is checked) • Updated programming notes to correctly describe the above with the above descriptions for revenue columns 				

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JANUARY RELEASE NOTES

Rate Verification Exceptions				
NEW/MOD NEW	REQUESTED BY CORP	FOOTPRINTS No(s).	TFS No(s). 503595	FILE NAME (NEW ITEMS ONLY) SSCORP5381.rpt
<p>General: Title – Rate Verification Exceptions Tree location – SPAdmin Orders</p> <p>Parameters:</p> <ul style="list-style-type: none"> • Report Type dropdown <ul style="list-style-type: none"> o Opened and Closed (default) o Opened o Closed • date from • date through • Include Cancelled orders Checkbox, default to unchecked • Excel Export checked box, default to unchecked <ul style="list-style-type: none"> o On excel export list all 4 exceptions as separate columns • Group by dropdown <ul style="list-style-type: none"> o Branch, Escrow Officer (default) o Branch, Title Officer • Checkbox: “Show Order Notes:” <ul style="list-style-type: none"> o Default to unchecked o When checked return all integration notes in the order • Text box: “Order Note Contains:” <ul style="list-style-type: none"> o See below logic • Exceptions picklist <ul style="list-style-type: none"> o Rates Re-Validation Required o Rates Verified With Exception o Rates Verification Skipped o Rates Verified using Negotiated amounts • Show report programming notes • Report comments <p>Groups:</p> <ul style="list-style-type: none"> • Based on drop down • by Order (list all exceptions under each order) <p>Columns:</p> <ul style="list-style-type: none"> • Order Number {{Order.Number}} • Escrow Officer {{Order.Escrow.Officer.Name}} OR Title Officer {{Order.Title.Officer.Name}} <ul style="list-style-type: none"> o If group is branch, escrow officer show title officer as column name o If group is branch, title officer show escrow officer as column name • Open Date {{Order.ReceivedDate}} • Closed Date • Exception <ul style="list-style-type: none"> o If order has more than one exception list the exceptions in the column • Order Notes <ul style="list-style-type: none"> o Suppress if the show order notes checkbox above it not selected <p>Totals:</p> <ul style="list-style-type: none"> • Order count for groups and report totals • Exception count for groups and report totals <p>Sorting:</p> <ul style="list-style-type: none"> • Alphabetically by groups • Order number <p>Logic:</p>				



JANUARY RELEASE NOTES

- Searched all orders in the date range for opened and/or closed based on report type dropdown
- Opened Order = Received Date is within the date range
- Closed Order = WSOB Closed Date is within the date range
 - WSOB Closed Definition: first of order status set to closed, revenue ledger posted, or invoice in sent status (unless invoice does not close the order checkbox is checked)
- Report will only search the Integration Note category
- Order Notes Text box
 - Search all orders in the date range that has a note(s) containing the text entered
 - When this field is used the report should only search for notes that contain the text and NOT apply the exception logic
- Exceptions:

Will look for the following Integration notes and use the last one entered as the exception. The order will drop off the report when the last note entered is "Rates Validated"

 - Rates Verified with Exception – looks for any order in the date range that has a note that begins with "Rates Verified with Exception"
 - Rates Verification Skipped – looks for any order in the date range that has a note that begins with "Rates Verification Skipped"
 - Rates Verified using Negotiated amounts – looks for any order in the date range that has note the begins with "Rates Verified using Negotiated amounts"
 - Rates Re-Validation Required - looks for any order in the date range that has a note that begins with "Rates Re-Validation Required"

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SPAdmin Custom Source of Business Export

NEW/MOD MOD	REQUESTED BY CORP	FOOTPRINTS No(s).	TFS No(s). 511297	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • Update the County Manager names for the following flash codes: <ul style="list-style-type: none"> ◦ FGWH = Steve Zeikowitz ◦ FBCM = Sara Bennett • Updated the County Operation Name for the following flash codes: <ul style="list-style-type: none"> ◦ FSUB = CTI CHICAGO METRO - NORTHWEST ◦ FWAC = CTI ALAMEDA/CONTRA COSTA ◦ FCLA = CTI ALAMEDA/CONTRA COSTA • Add the following flash codes and details: <ul style="list-style-type: none"> ◦ FNBA = CTT/FNT BAY AREA NCS = Jodi Grover ◦ FCDE = CTI CHICAGO METRO - NORTHEAST = Alison Whitaker 				

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SPAdmin Document Usage				
NEW/MOD MOD	REQUESTED BY CORP	FOOTPRINTS No(s).	TFS No(s). 506142	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none">• On parameter screen:<ul style="list-style-type: none">○ added new excel export checkbox, defaulted to unchecked, and placed under "Include usage from training profiles" checkbox○ added new checkbox "Include additional document info (export only)", defaulted to unchecked<ul style="list-style-type: none">▪ When checked additional columns are added to the export below▪ *Note: this information may or may not be available as the history does not include the documents GUID, the title is the only link back to the document properties. The current document is used so if the title has changed it will no longer match the history and this information will be unavailable. It could also duplicate if a documents have the same title.<ul style="list-style-type: none">• EXCEL ONLY - and when "Include additional document info" is checked add in new columns for<ul style="list-style-type: none">○ Doc Type - HTML, WORD or Crystal○ Doc Name - DOC_XXX or HTML_XXX from .six○ Last Mod Date - date document was last modified• Layout updates:<ul style="list-style-type: none">○ EXCEL ONLY - added new column called " SQL Server Name" and will pull in the name of the SQL server report was run from○ EXCEL ONLY - added in new column called "Database Name" and will input the name of the database				

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JANUARY RELEASE NOTES

CALIFORNIA

DOCUMENTS

Escrow

Cancellation to Beneficiary

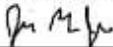
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	CT NoCal		509684	SCA0002847.doc

New document. Render to view complete document.

 CHICAGO TITLE COMPANY	1001 Settlement Way, Suite 100 Anywhere, CA 99999 Phone: (800)555-1234 / Fax: (800)555-4321	
	Alan T. Appraiser The Appraisal Company 101 Valuation Way Anywhere, CA 99999	Date: December 28, 2018 Ref. No.: AppraiseRefNum11111 Escrow No.: JJ CA test-JDK Property: 100 Property Street Northridge, CA 91324

In reference to the above mentioned transaction, I am enclosing your demand statement and any pertinent documents for your file.

Please be advised that this escrow has been canceled.

Sincerely,


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Deeds				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CA		511416	
<p>Removed reference to the City Transfer Tax for El Cerrito, CA.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">BEFORE</p> <p>The undersigned grantor(s) declare(s)</p> <p><input type="checkbox"/> This transfer is exempt from the documentary transfer tax.</p> <p><input checked="" type="checkbox"/> The documentary transfer tax is \$17.75 and City Tax is \$4,437.50 and is computed on:</p> </div> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">AFTER</p> <p>The undersigned grantor(s) declare(s)</p> <p><input type="checkbox"/> This transfer is exempt from the documentary transfer tax.</p> <p><input checked="" type="checkbox"/> The documentary transfer tax is \$17.75 and is computed on:</p> </div>				

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EI - Supplemental Holdback (Funds Held)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	ServiceLink		511362	

Removed the following paragraph:

When the Company has funds remaining in escrow over ninety (90) days after close of escrow or estimated close of escrow, the Company shall impose a monthly holding fee of Twenty Five and No/100 Dollars (\$25.00) that is to be charged against the funds held by the Company.

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Notice of Completion

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CA		512904	

Changed the hardcoded "City of" to look to the "TownCityTitle" field on the property screen.

Properties (1)

	Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1	100 Property Street	Apple Valley, CA 92394	101	Sunny Meadows	This is t...

Property address:

City: State: Zip Code: Foreign

In the: of County GLC:

In the: of City GLC:

In the: of

7. A work of improvement on the property hereinafter described was completed on _____.
8. The name of the direct contractor, if any, for the work of improvement was [General Contractor Company, Inc.](#).
9. The kind of work done or material furnished was [bathroom remodel](#).
10. The property on which the work of improvement was completed is in the Town of Apple Valley, County of [San Bernardino](#), State of [California](#), and described as follows:

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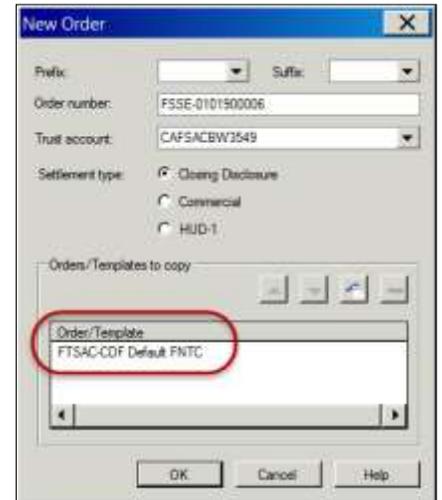
NEW ORDER RULE

Property / Company Validation

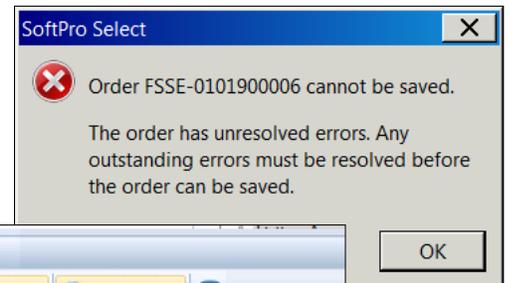
NEW/MOD Mod	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
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A new Order Rule has been implemented whereby the Property County is validated against the Title Company's licensing to assure revenue can be recognized to the proper cost center.

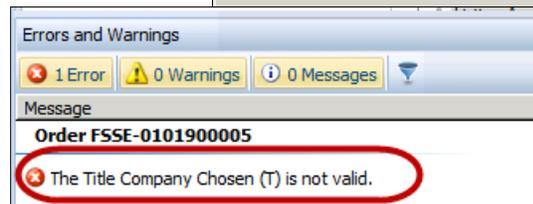
When opening a new order, the New Order window shows your Default template name now includes the Company name (i.e., FTSAC-CDF Default **FNTC** or **FNTCCA**).



When property information is entered and upon the first save, if the property County crosses company licensing an error message is shown prohibiting the order from being saved.



Click OK to view the Errors and Warnings. The error message states: *The Title Company Chosen (T) is not valid.*



Double-click the error message to open the Title Company (T) Contact screen.

The Name field shows: NOT VALID – SELECT APPROPRIATE FNTCCA REVENUE CONTACT



JANUARY RELEASE NOTES

- Press the F2 key to clear the Lookup code

- Click the Lookup code link
- Enter your Branch in the Search field
- Double-click to select; this populates the applicable company name and the corresponding logo

LookupCode	Counties Serviced	Nickname	Name	Address1
FIDC2150	Alameda, C...	Concord FT C...	Fidelity National Title Company	2150 John Glenn
FSAC-8010		Escrow Commercial T&E	Fidelity National Title Company of California	11550 Olson Dr.
FSAC-852		Commercial Out of State	Commonwealth Land Title	6500 Pinecrest D
FSAC-853		Commercial Out of State	Chicago Title Insurance Company	6500 Pinecrest D
FSAC-854		Commercial Out of State	Fidelity National Title Insurance Company	6500 Pinecrest D

The payment of the title premium is changed to the T-Contact. From the Order Transaction screen, you see the payment is combined with the A-Contact disbursement.

Code	Amount	Details
A	\$14.00	CDFLine C.05
A	\$175.00	CDFLine E.01
T	\$25.00	CDFLine C.01
A	\$275.00	CDFLine E.02
A	\$816.00	CDFLine C.02
A	\$340.00	CDFLine C.09
T	\$579.00	CDFLine C.10
T	\$1,089.00	CDFLine H.06

Revenue is posted correctly when the Ledger Transfer is posted in the Register.

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JANUARY RELEASE NOTES

COMMERCIAL

DOCUMENTS

Escrow

Assignment of Leases

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		511779	COMD1141.doc

New document. Render to view complete document.



ASSIGNMENT OF LEASES

THIS ASSIGNMENT OF LEASES (this "Assignment") is made and entered into as of this _____ day of _____, 2019, by and between [Stephen T. Seller](#) and [Stephanie T. Seller](#) ("Assignor" or "Grantor"), and [Bob B. Buyer](#) ("Assignee" or "Grantee").

RECITALS

This Assignment is entered into on the basis of and with respect to the following facts, agreements and understandings:

A. Assignor, as Lessor, has entered into certain Leases, with the tenants identified on the attached Exhibit "A".

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Closing Letter

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT Seattle NCS		511050	

Added coding to show Federal Reference Number field to all Outgoing Wire instances.

[Sam E. Seller and Susan B. Seller:](#)

The closing of the sale of the property involved in the above escrow has been completed with the recording of the appropriate documents. We enclose the following:

- Wire in the amount of \$147,500.00 (Federal Reference No. FRN123456) was sent in accordance with your instructions
- Final Closing Disclosure **Please keep this document for tax purposes*

We appreciate having this opportunity to be of service to you and hope you will again choose [Escrow Office Name](#) as your Escrow Agent and Title Insurer for any future sales or purchases.

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JANUARY RELEASE NOTES

Request for Information				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		512199	COMD1142.doc

New document. Render to view complete document.



Company Name

REQUEST FOR INFORMATION

Name: _____ **SS/Tax ID No.:** _____

Home Phone: _____ **Work Phone:** _____

Forwarding Address: _____

Email Address: _____ **Country of Citizenship:** _____

* Are there any leased or rented equipment or fixtures on the property? Yes No
 If yes, what? _____

If Debt or Account Information, please provide: _____

* Are there any lease terms over a year? If yes, please provide a copy of the long term lease, for title review.

* If title is held as a business entity, please provide appropriate operating agreements or resolutions, for title review.

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JANUARY RELEASE NOTES

Title

ALTA Commitment 2016 (PA)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	NCS Pittsburgh		513123	
Changed margins from .5" to 1.25" to allow room for notes.				

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JANUARY RELEASE NOTES

REPORTS

3 Year Trending				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	NCS		505936	
<ul style="list-style-type: none"> Added new check box parameter called "Use Property Count:", defaulted to unchecked, placed between show order details and use alternate bill codes checkboxes, and when check box is selected report will return the sum of the number of properties in each order as the opened and closed counts <ul style="list-style-type: none"> If profile path contains '%\NCS%', then show revenue as all fees with a GL code beginning with a 4. Update footer note to reflect this when this is run on NCS profiles In the revenue row add CRRAR Rev {{Order.CRRARRev_FNF#}} as part of the sum Added new row under Revenue called "Premium" and will show only TP & END bill codes plus CRRAR Rev field. Added footer note about Premium = TP, END, CRRAR Rev 				

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NCS Commission by Selection				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	NCS		507637	
<ul style="list-style-type: none"> When profile path = Default\PTX\South Texas CPF\HOU\AT\FT\FT\R\ESC\18 Commercial, then report will <ul style="list-style-type: none"> suppress NCS Premium Column in Other Revenue Column show NBI bill code 				

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Open/Closed Pipeline				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	NCS TX		507632	
<ul style="list-style-type: none"> Under branch picklist on parameter screen added Escrow Officer picklist Under new Escrow Officer picklist added Title Officer picklist Under new Title Officer picklist added Sales Rep picklist Other Revenue column was not excluding TP and END amounts. Updated report to show the correct bill codes as follows for revenue columns: <ul style="list-style-type: none"> Title Premium = sum of TP bill codes + CRRAR Rev {{Order.CRRARRev_FNF#}} <ul style="list-style-type: none"> Note: updating this column to no longer pull NCS Premium fields Note 2: CRRAR Rev field gets pulled once when the order is closed per WSOB rules 				

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Open/Closed Pipeline Commercial				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
MOD	FT DC		511154	
<ul style="list-style-type: none"> Non-Premium revenue column currently pulls all GL codes that begin with a 4 and not TP or END. Updated to exclude NBE and NBI bill codes from this column. 				

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JANUARY RELEASE NOTES

Open Pipeline Orders				
NEW/MOD MOD	REQUESTED BY FT NCS DC	FOOTPRINTS No(s).	TFS No(s). 504316	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • Changes to Commercial Format layout: <ul style="list-style-type: none"> ○ Stacked Rec Date (Top) and Sett. Date (bottom) ○ Added in Title Officer and shows under Escrow Officer ○ Stacked Escrow Office (top) and Title Office (bottom) ○ Added Sales Rep and shows under Order Number ○ Moved Marketing Source from under property address to shows under sales rep with slight indentation and bold label "Marketing Source:" ○ Removed main contact of marketing source ○ Added date range to report was running for in the filter summary ○ Updated report name show in right corner of header to be based on report type selected. currently this always shows as Open Pipeline even if user selected closed as the report type 				

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Order Log				
NEW/MOD MOD	REQUESTED BY NCS	FOOTPRINTS No(s).	TFS No(s). 505954	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • Added a new checkbox called "Commercial Format:" and defaulted to checked if profile path contains '% NCS\%', else defaulted to unchecked. placed between page break per group 1 and sorted by drop down • IF new commercial format box is checked show the following columns <ul style="list-style-type: none"> ○ Order Number/Trans Type ○ Order Type/Prod Type ○ UW/Prop. Use (pull from property 1) ○ Status/Status Date ○ Open Date/Sett Date (keep ** if estimated) ○ Escrow Officer/Title Officer ○ Buyer/Seller ○ Property Address/City, State Zip ○ Sales Rep/Marketing Source ○ Owners Liability/Lenders Liability (pull the sum of the coverage amount for the owners and lender. If either of these are NULL pull sales price for owners and sum of loan amounts for lenders) (keep * next to Owners premium to indicate cash sale) ○ Total Est. Rev./Est. Premium (est revenue sum all bill codes with a GL code beginning with a 4 + CRRAR Rev field and est premium is sum of TP & END bill codes + CRRAR Rev field) 				

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Orders by Selection				
NEW/MOD MOD	REQUESTED BY NCS	FOOTPRINTS No(s).	TFS No(s). 505592	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • In the title revenue column added in CRRAR Rev field {{Order.CRRARRev_FNF#}} when profile path contains '% NCS\%' 				

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JANUARY RELEASE NOTES

FLORIDA

DOCUMENTS

Escrow

Affidavit (Borrower or LLC)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT FL		512499	

Added new prompt asking if the LLC has an operating agreement and if the answer is "no" then new language pulls to the document.

Does the LLC have an operating agreement?

3. Attached as Exhibit "B" is a true and correct copy of the pertinent parts of Borrower's operating agreement.

Does the LLC have an operating agreement?

3. Affiant confirms that no operating agreement exists.

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Affidavit (Seller or LLC)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT FL		512499	

Added new prompt asking if the LLC has an operating agreement and if the answer is "no" then new language pulls to the document.

Does the LLC have an operating agreement?

4. Attached as Exhibit "B" is a true and correct copy of the pertinent parts of Seller's operating agreement (if the proposed deed will be executed by anyone other than a member or manager, those portions of the operation agreement or other documentation evidencing the authority of the signatory must be attached as an exhibit to the affidavit)

Does the LLC have an operating agreement?

4. Affiant confirms that no operating agreement exists.

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JANUARY RELEASE NOTES

Letter (Payoff Estoppel)				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FT State Counsel / Majesty Title		509825	FLD1325.doc

New document. Render to view complete document.



**CHICAGO TITLE
COMPANY**

1001 Settlement Way, Suite 100
Anywhere, FL 99999
Phone: (800)555-1234 / Fax: (800)555-4321

PAYOFF ESTOPPEL LETTER

<p>Payoff Lender Bank 1000 P and I Boulevard Beverly Hills, CA 90210</p>	<p>Date: December 28, 2018 Ref. No.: PayoffRefNum11111 File No.: JJ FL Test-JDK Buyer(s): Brian T. Buyer and Brenda T. Buyer Buyer Second Person Seller(s): Sasha Seller Secondary Seller Mortgagee: In Favor of Lender Property: 100 Property Street Orlando, FL 32807</p>
---	---

Dear **Payoff Lender Bank**,

Our office is handling a transaction in which the mortgage you hold on the above referenced will be paid in full. Please complete, sign and return this letter so that we may compute the proper payoff prior to closing. You may

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JANUARY RELEASE NOTES

Proceeds Disbursement				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FT State Counsel / Majesty Title		509825	FLD1326.doc

New document. Render to view complete document.

PROCEEDS DISBURSEMENT	
Date:	December 28, 2018
File No.:	JJ FL Test
Property:	100 Property Street, Orlando, FL 32807
<p>Chicago Title Insurance Company policy is to issue a check for all proceeds from real estate transactions. Checks can be picked up from any of our locations or we will be happy to overnight it to you.</p> <p>I/We, the undersigned, hereby direct Chicago Title Insurance Company to disburse the proceeds from the real estate transaction from the above referenced property by wire transfer to the institution listed below and provide proof of account acceptable to Chicago Title Insurance Company.</p>	
Bank Name: _____	ABA/Routing No.: _____
Account Name: _____	Account No.: _____

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JANUARY RELEASE NOTES

Processing Checklist				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FT State Counsel / Majesty Title		509825	FLD1327.doc

New document. Render to view complete document.

SALE PROCESSING CHECKLIST					
Date and Time:	January 15, 2019 at 03:22 PM		Escrow No.:	JJ FL Test	
Property:	100 Property Street, Orlando, FL 32807		Order Opened:	March 14, 2017	
County:	Orange		Actual COE:	May 31, 2017	
APN:	11111111APN				
Seller/Owner:	Sasha Seller and Secondary Seller		Buyer/Borrower:	Brian T. Buyer or Brenda T. Buyer and Buyer Second Person	
Home:	555-551-1111	Cell:	222-220-0000	Home:	(407)555-1234
Work:	777-777-2222	Email:	SellerEmail@Email.Email	Work:	567-333-5444
Fax:	333-333-4444			Email:	buyer1@email.com
Current Address:	100 Property Street Orlando, FL 32807		Current Address:	100 Buyer Current Street Buyer Current City, FL 99999	
Forwarding Address After COE:	100 Property Street Orlando, FL 32807		Forwarding Address After COE:	100 Buyer Forward Street Buyer Forward City, FL 99999	
Listing Agent:	The Listing Agency		Selling Agent:	The Selling Agency	
			Lender:	Lender Bank & Trust	

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JANUARY RELEASE NOTES

HAWAII

DOCUMENTS

Escrow

HARPTA Forms

NEW/MOD New	REQUESTED BY HI	FOOTPRINTS No(s).	TFS No(s). 511619	FILE NAME (NEW ITEMS ONLY) See below
<p><u>2019 Forms:</u></p> <p>HID1064.doc - Form N-288 (2019) HID1065.doc - Form N-288A (2019) HID1111.doc - Form N-288B (2019) HID1066.doc - Form N-288C (2019)</p>				

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JANUARY RELEASE NOTES

ILLINOIS

DOCUMENTS

Escrow

Letter (Thank You)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT IL		510767	

For FT\EPU-FTIL profiles only - signature selection will look to see if the contact type is a marketing source and pull the marketing source contact to the signature section. If there is not a marketing source selected then document will function as it did before.

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ILLINOIS - NCS

MY SCREENS

Order Entry – Additional Field

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Justin Martin			

The custom field, Exempt from Transfer Tax has been added to the Order Entry screen (below the Sales price field).

This field is available when My Screens > IL – NCS is selected.



The screenshot shows the 'Order Entry' interface. At the top right, it displays 'Order Status: InProcess' and 'Buyer:'. Below this, there are several input fields and checkboxes:

- Rush order
- Transaction type: Commercial (checked)
- Order type: [dropdown menu]
- Primary residence
- Years continuously resided: [input field]
- Sales price: [input field] Line: [dropdown menu] Purchase Price: [input field]
- Exempt from Transfer Tax (highlighted with a red circle)

 At the bottom left, there is a 'Loans (1)' section.

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JANUARY RELEASE NOTES

INDIANA

DOCUMENTS

Escrow

Client Care Checklist

NEW/MOD Mod	REQUESTED BY CT IN	FOOTPRINTS No(s).	TFS No(s). 510776	FILE NAME (NEW ITEMS ONLY)
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Added phone numbers for the people associated with the listing and selling agents.

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Closing Information Request

NEW/MOD Mod	REQUESTED BY FT NW IN	FOOTPRINTS No(s).	TFS No(s). 510223	FILE NAME (NEW ITEMS ONLY)
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Added reference to seller and emails for both Seller and Buyer/Borrower to top of document.

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JANUARY RELEASE NOTES

REPORTS

Weekly Source of Business				
NEW/MOD MOD	REQUESTED BY CT IN	FOOTPRINTS No(s).	TFS No(s). 507533	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none">• Updated current logic for CT IN to include flash code:<ul style="list-style-type: none">○ Default\PCPU\Indiana\CT\FGPM + descendants• Added new indirect for IN:<ul style="list-style-type: none">○ When profile path = Default\PCPU\Indiana\CT\FCTM + descendants, then show INFO, OTHER, TTLSEA, CD, PLTACC as indirect				

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JANUARY RELEASE NOTES

MARYLAND

DOCUMENTS

Escrow

Affidavit (Residence)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT DC NCS		512159	

Revised form to match the 2019 updates.

MARYLAND FORM WH-AR	Certification of Exemption from Withholding Upon Disposition of Maryland Real Estate Affidavit of Residence or Principal Residence	2019
<p>Based on the certification below, Transferor claims exemption from the tax withholding requirements of §10-912 of the Tax-General Article, Annotated Code of Maryland. Section 10-912 provides that certain tax payments must be withheld and paid when a deed or other instrument that effects a change in ownership of real property is presented for recordation. The requirements of §10-912 do not apply when a transferor provides a certification of Maryland residence or certification that the transferred property is the transferor's principal residence.</p>		
<hr/>		
1. Transferor Information		
Name of Transferor <u>Sam E. Seller and Susan Seller</u>		

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JANUARY RELEASE NOTES

MICHIGAN

DOCUMENTS

Escrow

Master ABA Disclosure

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT MI		511632	

Updated the ABA to the most recent provided version. This will update for customer code REMB317.

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JANUARY RELEASE NOTES

MISSOURI

DOCUMENTS

Escrow

Affidavit (Commercial)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT Kansas City		514786	
Document will now pull company signature block when there are no persons or people associated with the company contact.				

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Recording Regulations

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	KS/MO		513576	
Removed reference to mortgage tax from the State of Kansas section.				

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JANUARY RELEASE NOTES

MONTANA

DOCUMENTS

Escrow

Corporate Transaction Form

NEW/MOD Mod	REQUESTED BY CT MT	FOOTPRINTS No(s).	TFS No(s). 507145	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • If order owning profile path contains 'Default\PEPU\MT\BIL%', then payee address will print, unless seller is using forwarding address, • In the Wire Transfer Destination box, under the extended memo, added space between extended memo and address 				

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JANUARY RELEASE NOTES

NEW JERSEY

DOCUMENTS

Title

- ALTA 11.1-06 - Mortgage Modification with Subordination (NJR 5-174)
- ALTA 11.2-06 - Mortgage Modification with Additional Amount of Insurance (NJR 5-175)
- ALTA 26-06 - Subdivision (NJR 5-176)
- New Jersey Partial Release of Mortgaged Premises (NJR 5-177)
- ALTA 39-06 - Policy Authentication (NJR 5-178)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Underwriting		511401	

As per New Jersey Land Title Insurance Rating Bureau Form Filing these endorsements will be available as of the Effective date of February 1, 2019:

The Subdivision Endorsement (NJR 5-61) will be removed, as it has been withdrawn (replaced by the ALTA 26-06).

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JANUARY RELEASE NOTES

NEW MEXICO

DOCUMENTS

Escrow

Agreement (Tax Proration)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT NM		512256	

Revised indemnity section.

INDEMNITY AND AFFIDAVIT AS TO ASSOCIATION ASSESSMENTS

I/We the undersigned, hereby state and acknowledge that the association dues for the above described property have been paid in full and are current to date. I/We agree to pay on demand to the Homeowner/Condominium Association and/or Escrow Office Name in this transaction, their successors and assigns, all amounts owing to said Association with all costs, loss and attorney's fees that said Association and/or Escrow Office Name, may incur in connection with collection of such amounts due. Provided said dues/assessments either currently apply to such property/condominium or part thereof, or are subsequently established against said property or have an inception date prior to the consummation of this transaction.

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Bob Buyer

Date

Betty Buyer

Date

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JANUARY RELEASE NOTES

NEW YORK

DOCUMENTS

Escrow

Albany Title Bill

NEW/MOD MOD	REQUESTED BY NY	FOOTPRINTS No(s).	TFS No(s). 508442	FILE NAME (NEW ITEMS ONLY)
o Replaced Closer with "Cust. Ref. #:" and pulls the reference number of the applicant (AKA: marketing source).				

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JANUARY RELEASE NOTES

MY SCREENS

Policy Selection/Premiums screen – Split

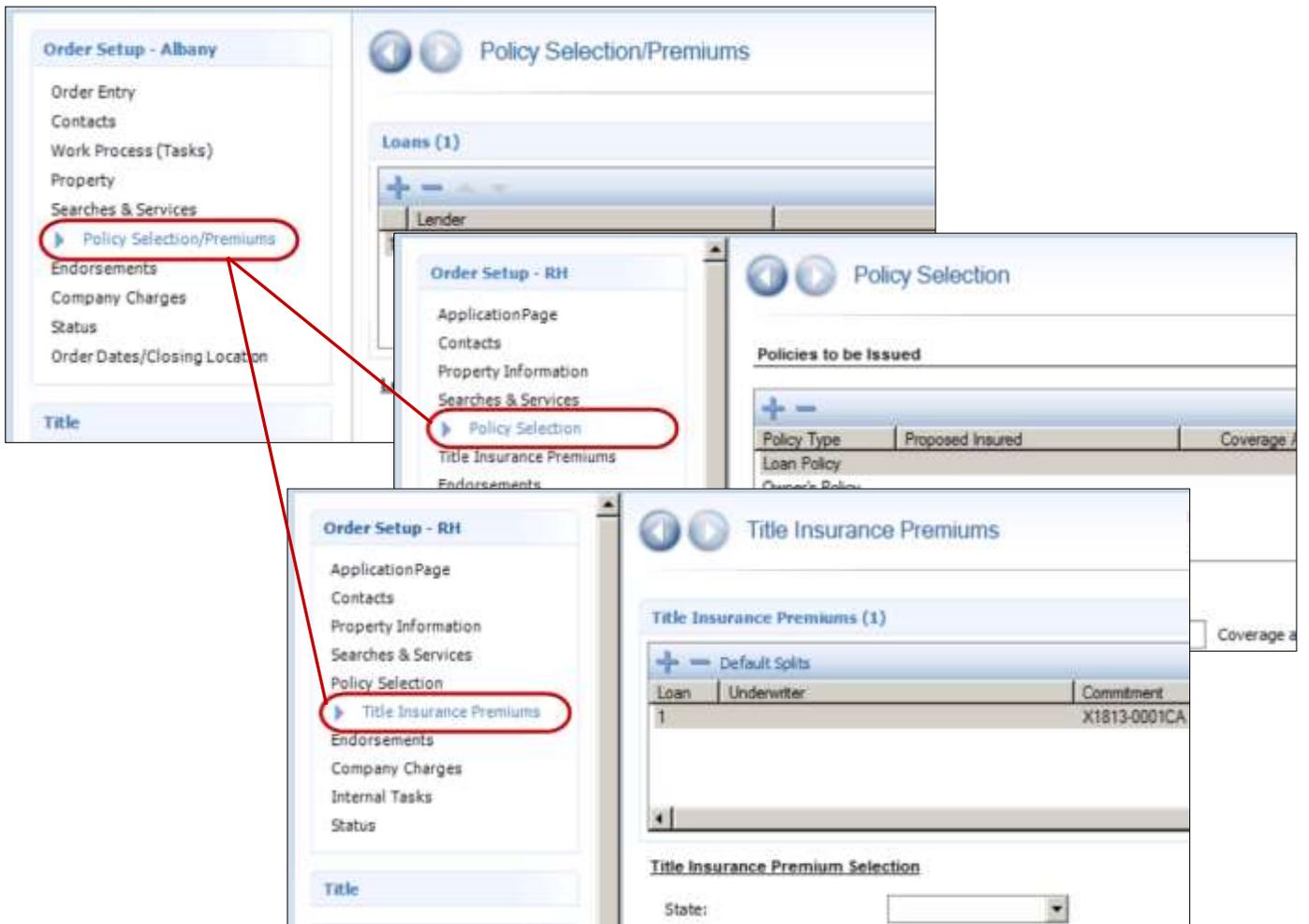
NEW/MOD Mod	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
----------------	--------------	-------------------	------------	----------------------------

The Policy Selection/Premiums screen has been split into separate screen.

- > Policy Selection screen
- > Title Insurance Premiums screen

This affects My Screens,

- > FNF New York NNY TI
- > FNF New York NNY TI and Title Bill



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JANUARY RELEASE NOTES

NEW YORK/NEW JERSEY

MY SCREENS

Endorsements Screen

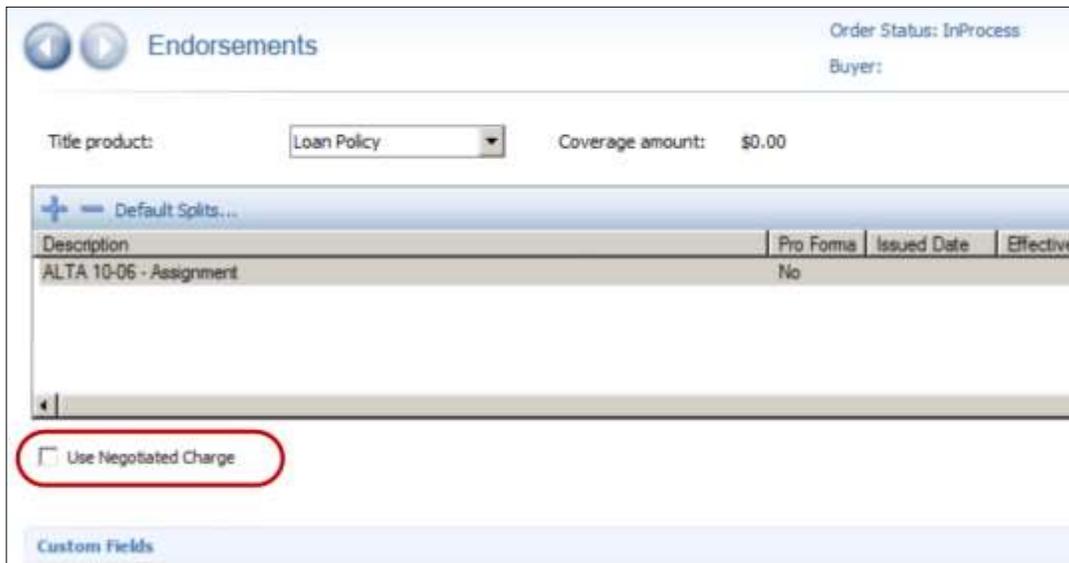
NEW/MOD Mod	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
----------------	--------------	-------------------	------------	----------------------------

A new field has been added to the Endorsements screen,

- > Use Negotiated Charge

This field is available when one of the following My Screens is selected.

- > FNF New Jersey
- > FNF New Jersey Title Only
- > FNF New York
- > FNF New York Albany Search
- > FNF New York NNY Search
- > FNF New York NNY TI
- > FNF New York NNY TI and Title Bill
- > FNF New York Non Insured Products
- > FNF New York Non Insured Products RH
- > FNF New York RH



The screenshot shows the 'Endorsements' screen with the following details:

- Order Status: InProcess
- Buyer:
- Title product: Loan Policy (dropdown menu)
- Coverage amount: \$0.00
- Default Splits... (expandable section)
- Table with columns: Description, Pro Forma, Issued Date, Effective
- Table row: ALTA 10-06 - Assignment, No
- Use Negotiated Charge (highlighted with a red circle)
- Custom Fields (button)



JANUARY RELEASE NOTES

NORTH CAROLINA

Title

ALTA Commitment 2016

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
510799	CT NC	n/a	510799	

The document has been modified to suppress the prompts for Attorney and Other Contact reference numbers. The contact reference numbers will appear on Schedule A without prompting.

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JANUARY RELEASE NOTES

OHIO

DOCUMENTS

Escrow

File Cover CTT

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT N. Ohio		504060	
Corrected so that the POA information pulls to the form.				

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JANUARY RELEASE NOTES

Title

Arbitration Endorsement

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Underwriting	n/a	510288	

The Ohio special 'Arbitration' endorsement has been modified to replace the first paragraph to read "Section 14 of the Conditions of the Policy is hereby deleted." for an Owner's policy, or "Section 13 of the Conditions of the Policy is hereby deleted." for a Loan policy. The user is no longer required to enter the section number.

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JANUARY RELEASE NOTES

OREGON

DOCUMENTS

Escrow

El - Oregon Withholding

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Settlement		510203	

Document has been updated to most recent version provided by Settlement.

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Exemption Based on an Affirmation

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Settlement		510221	

Document has been disabled pery Settlement.

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Form WC (Affirmation for Withholding on OR Real Property) (2019)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	OR		509771	ORD1477.doc

2019 version (2018 version now contains "(2018)" in the title)

2019 Form OR-18-WC

Page 1 of 2, 150-101-284 (Rev. 12-18) Oregon Department of Revenue

Report of Tax Payment or Written Affirmation for Oregon Real Property Conveyance

Submit original form—do not submit photocopy

If the transferor is a grantor trust or LLC solely owned by a C corporation or a nonresident individual, check the appropriate box. Complete this form using the owner's information, not the information of the grantor trust or single member LLC, because those entities are disregarded for tax purposes.

Don't use this form if the transferor is not an individual who would report gain on Form OR-40-N or OR-40-P or a nonresident C corporation who would report income on Form OR-20 or OR-20-INC. These transferors are not subject to these requirements.

Transferor is (check one): Nonresident individual (filing Form OR-40-N or OR-40-P) C corporation not doing business in Oregon (filing Form OR-20 or OR-20-INC)



19401901010000

Office use only

Part A –Transferor's information

First name and initial Stephen T.	Last name (if an individual filing) Seller	Social Security number (SSN) - -
Spouse's first name and initial Stephanie T.	Spouse's last name (if an individual filing) Seller	Spouse's SSN - -
C corporation's legal name (if a corporation)		Federal employer identification number (FEIN) of C corporation -



JANUARY RELEASE NOTES

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Information for Seller re Oregon Tax Withholding

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Settlement		510205	

Document has been updated to most recent version.

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Letter (DOR - Oregon Withholding)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	WT Bend		512092	ORD1478.dpc

New document. Render to view complete document.



**CHICAGO TITLE
COMPANY**

1001 Settlement Way, Suite 100
Orlando, OR 99999
Phone: (800)555-1234 / Fax: (800)555-4321

Oregon Department of Revenue
P.O. Box 14555
Salem, OR 97309-0940

Date: January 16, 2019
Escrow No.: 2017040003RN-JDK
Buyer(s): Brian T. Buyer and Brenda T. Buyer
The Trust Company
Seller(s): Stephen T. Seller and Stephanie T. Seller
Seller Estate
Property: 100 Property Street
Memphis, NJ 86426

Dear Bob,

In connection with the above referenced transaction, please find the following enclosed:

- OR-18-WC
- OR-18-WC-V
- Our check in the amount of One Thousand Two Hundred And No/100 Dollars (\$1,200.00).

Please contact our office if you have questions or require additional information.

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JANUARY RELEASE NOTES

Partial Satisfaction (Support Judgment)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT Portland		509686	

The CSP Case No. label and line will only show when there is a case number entered at the prompt. Also, a new prompt has been added asking if the DOJ paragraph should be included.

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Preliminary Report

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	OR State Counsel		510771	

Removed following verbiage from the second paragraph: "The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties." Now reads as such:

PRELIMINARY REPORT

In response to the application for a policy of title insurance referenced herein [Fidelity National Title Insurance Company](#) hereby reports that it is prepared to issue, or cause to be issued, as of the specified date, a policy or policies of title insurance describing the land and the estate or interest hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an exception herein or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations or Conditions of said policy forms.

The printed Exceptions and Exclusions from the coverage of said policy or policies are set forth in Exhibit One. Copies of the policy forms should be read. They are available from the office which issued this report.

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby.

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Preliminary Statement Regarding Seller's Exempt Status

Preliminary Statement Regarding Seller's Exempt Status (Legal)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Settlement		510218	

Document has been updated to most recent version provided by Settlement.

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JANUARY RELEASE NOTES

PENNSYLVANIA

DOCUMENTS

Escrow

Owner's Affidavit and Agreement

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	NCS Philly		509886	

Removed text: "except for minor alterations or repairs...." from end of item 2.F.

2. LIENS AND ENCUMBRANCES:

- A. That no adverse claims have been made as to the title to the said Property;
- B. That the Owner has done no act to adversely affect the title to said Property except matters of record as of the date hereof;
- C. That there are no easements or claims of easement not shown by the public record;
- D. That there are no unpaid or delinquent water and/or sewer bills for said Property nor are there any delinquent real estate taxes or assessments against said Property; that the Owner has not received notice, nor knows of any recent or future planned improvements (such as street paving, sewers, sidewalks, etc.) that will or might result in a special assessment against the Property;
- E. That there are no judgment liens entered against the Owner in any court;
- F. That there have been no repairs, additions or improvements made, ordered or contracted to be made on or to the premises in the last six (6) months, ~~except for minor alterations or repairs to the interior of the premises costing not more than One Thousand And No/100 Dollars (\$1,000.00) in the aggregate, and that any such minor alterations or repairs have been paid in full;~~
- G. That there are no appliances or fixtures attached to said premises which have not been paid for in full; and that there are no outstanding or disputed claims for any such work or item;
- H. That there is no agreement or contract, oral or written, with any person, natural or otherwise, for licensed brokerage services regarding the sale or leasing of the Property, other than with brokers who are being paid commissions in connection with this transaction;
- I. That no proceedings in bankruptcy have been instituted by or against the Owner in any court in any state;
- J. That there have been no major improvements constructed on the property within the last twenty-four (24) months that would cause a re-assessment of the property.

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JANUARY RELEASE NOTES

SERVICELINK

DOCUMENTS

Escrow

EI - Supplemental Holdback (Funds Held)

NEW/MOD Mod	REQUESTED BY ServiceLink	FOOTPRINTS No(s).	TFS No(s). 511362	FILE NAME (NEW ITEMS ONLY)
----------------	-----------------------------	-------------------	----------------------	----------------------------

Removed the following paragraph:

When the Company has funds remaining in escrow over ninety (90) days after close of escrow or estimated close of escrow, the Company shall impose a monthly holding fee of Twenty Five and No/100 Dollars (\$25.00) that is to be charged against the funds held by the Company.

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JANUARY RELEASE NOTES

TEXAS

DOCUMENTS

Escrow

Texas Statements

NEW/MOD NEW	REQUESTED BY TX	FOOTPRINTS No(s).	TFS No(s). 507863	FILE NAME (NEW ITEMS ONLY)
<ul style="list-style-type: none"> • T-60's were added to the tree a second time each, with the same source documents, as follows: <ul style="list-style-type: none"> ○ T-60 Borrower's Statement as TX Borrower's Statement ○ T-61 Purchaser's Statement as TX Purchaser's Statement ○ T-62 Seller's Statement as TX Seller's Statement • Updates when the new version is used: <ul style="list-style-type: none"> ○ Updated footer to show name of document and not show the T-60 piece ○ Added parameter screen with the following options: ○ Legal/Letter Size drop down. Defaulted to legal size and tie this to the settlement statement custom field drop down so they can change default if needed in template ○ Added a checkbox to print signature lines on a separate page and default to unchecked. If checked print signature lines on a separate attachment page 				

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JANUARY RELEASE NOTES

VIRGINIA

DOCUMENTS

Escrow

Search Request

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CLT DC Richond NCS		511899	
Revised to add prompts for notes for the 60 Year search, Current Owner search and Update. Also adjusted to account for multiple properties on the same form.				

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JANUARY RELEASE NOTES

WASHINGTON

DOCUMENTS

Escrow

Affidavit (Awareness)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT Tacoma		511653	

Added prompt for disclosures. If not answered, blank lines will continue to print.

AWARENESS AFFIDAVIT

Order No.: JM CD Test-JDK

An inspection was made on the premises known as 1 Property Address, City, WA 49503 and described in Escrow Office Name ServiceLink's Commitment No. CN123 discloses that:

Conditions disclosed go here



Enter condition disclosed on commitment.
Conditions disclosed go here

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JANUARY RELEASE NOTES

Affidavit (No Operating or Partnership Agreement)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		509433	WA00001052.doc

New document. Render to view complete document.

Version for Limited Liability Company or Limited Liability Corp. contact types.

AFFIDAVIT OF NO OPERATING AGREEMENT FOR LIMITED LIABILITY COMPANY (To be executed by all members)

STATE OF _____

Order No.: 2018050021-JLJ-SLM

COUNTY OF _____

The undersigned affiant(s), first being duly sworn, depose(s) and say(s):

This affidavit is being made on behalf of **The Seller Organization**, a(n) [PROMPT] limited liability corp. ("LLC"), in conjunction with issuance of title insurance policies requested from **The Title Company** ("Title Company").

There has never been a written operating agreement or any other organizational document for the LLC (other than a Certificate of Formation filed with the Secretary of State).

The following are the only current members of the LLC, all of whom are executing this affidavit:

Version for Limited Partnership or Partnership contact types.

AFFIDAVIT OF NO PARTNERSHIP AGREEMENT (To be executed by all partners)

STATE OF _____

Order No.: 2018050021-JLJ-SLM

COUNTY OF _____

The undersigned affiant(s), first being duly sworn, depose(s) and say(s):

This affidavit is being made on behalf of **The Seller Organization**, a(n) [PROMPT] limited partnership ("Partnership"), in conjunction with issuance of title insurance policies requested from **The Title Company** ("Title Company").

There has never been a written partnership agreement or any other organizational document for the Partnership.

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JANUARY RELEASE NOTES

Affidavit (Owner's - Commercial)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		509433	WA00001049.doc

New document. Render to view complete document.

OWNER'S AFFIDAVIT

STATE OF _____

Order No.: 2018050021-JLJ-SLM

COUNTY OF _____

The undersigned hereby certifies to **Chicago Title Insurance Company** ("Title Company"), as follows:

1. **The Seller Organization** ("Owner") owns fee simple title to that certain real property (the "Property"), located in **Horry County**, State of **Washington**, and identified as the land to be insured under commitment no. **2018050021-JLJ** (the "Commitment"), issued by the Title Company.
2. Owner is duly organized and validly existing under the laws of the State of **[PROMPT]**, and is in good standing to conduct business in the state where the Property is located. Owner has taken all necessary

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JANUARY RELEASE NOTES

Affidavit (Receiver's)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		507425	WA00001048.doc

New document. Render to view complete document.

RECEIVER'S AFFIDAVIT

STATE OF _____

Order No.: JM CD Test-JDK

COUNTY OF _____

The undersigned hereby certifies to [Title Office Name](#) ("Title Company"), as follows:

1. [Receiver Name](#) ("Receiver") is the court appointed general receiver for [Sam E. Seller](#) and [Sally A. Seller](#) ("Owner"). Owner owns that certain real property (the "Property"), located in [Adams County](#), State of [Washington](#), and identified as the land to be insured under commitment no. [CN123](#) (the "Commitment"), issued by the Title Company.
2. Receiver is duly organized and validly existing under the laws of the State of [Washington](#) and is in good standing to conduct business in [Washington state](#). Receiver has taken all necessary action, and has full power and authority to execute and deliver this Affidavit and all of the instruments that are to be recorded and insured in connection with the transaction contemplated under the Commitment.

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JANUARY RELEASE NOTES

Application for Issuance of Chain of Title Guarantee

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		509433	WA00001050.doc

New document. Render to view complete document.



**CHICAGO TITLE
INSURANCE COMPANY**

The Title Company
123 Title Way, Suite 400
Midland, MI 48665
Phone: 9192282727 / Fax: 8881717717

The Buyer Law Firm
1000 Legal Eagle Way, Suite 100
Anywhere, SC 99999

Date: January 16, 2019
Ref. No.: AttyRefNum11111
Title No.: TitleRefNum22222
Order No.: 2018050021-JLJ-SLM
Buyer(s): Bob B. Buyer
Seller(s): The Seller Organization
Property: 100 Property Street
Suffolk, WA 29572

The undersigned Applicant, in connection with the transfer or acquisition of an interest in the Subject Property, is in the process of investigating the prior ownerships and uses of the Subject Property as part of facilitating any innocent landowner or purchaser defenses which may be available under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, or similar environmental laws. As only a component thereof, Applicant hereby requests the [Chicago Title Insurance Company](#) (Company) to furnish

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JANUARY RELEASE NOTES

Indemnity - Mechanic's Lien				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT Seattle NCS		509433	WA00001051.doc
<p>New document. Render to view complete document.</p> <div style="border: 1px solid black; padding: 20px; margin: 10px 0;"> <div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: right;"> <p>MECHANICS LIEN AGREEMENT OF INDEMNIFICATION</p> </div> </div> <p style="margin-top: 20px;">This Agreement of Indemnification is made by [PROMPT] (hereinafter referred to as "Indemnitor(s)") for the benefit and protection of Chicago Title Insurance Company (referred to as "The Company");</p> <p>WHEREAS, The Company is being requested to issue policies of title insurance and endorsements (each referred to as "Policies") insuring an interest in or title to the real property in the County of Horry, State of Washington, described in Preliminary Commitment No. CommitmentNum11111 issued by The Company on October 30, 2018, and/or as described in Exhibit "A" (referred to as "the Land");</p> <p>WHEREAS, improvements have been, or will be constructed on the Land creating statutory lien rights for the benefit of contractors, workers, material suppliers and rental equipment providers (referred to as "Mechanics Liens");</p> </div>				

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Personal Representative Deed - Not Statutory (LPB 74) Personal Representative Deed - Not Statutory (LPB 74) Letter Special Warranty Deed (LPB 16) Special Warranty Deed (LPB 16) Letter				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	WA State Counsel		509170	
<p>'Personal Representative Deed – Not Statutory (LPB 74) Letter' and 'Personal Representative Deed – Not Statutory (LPB 74)' updated to remove "- Not Statutory" in the name and change the heading/title to: PERSONAL REPRESENTATIVE DEED (Bargain and Sale Deed - RCW 64.04.040)</p> <p>'Special Warranty Deed (LPB 16)' and 'Special Warranty Deed (LPB 16) Letter' have been disabled.</p>				

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JANUARY RELEASE NOTES

MY SCREENS

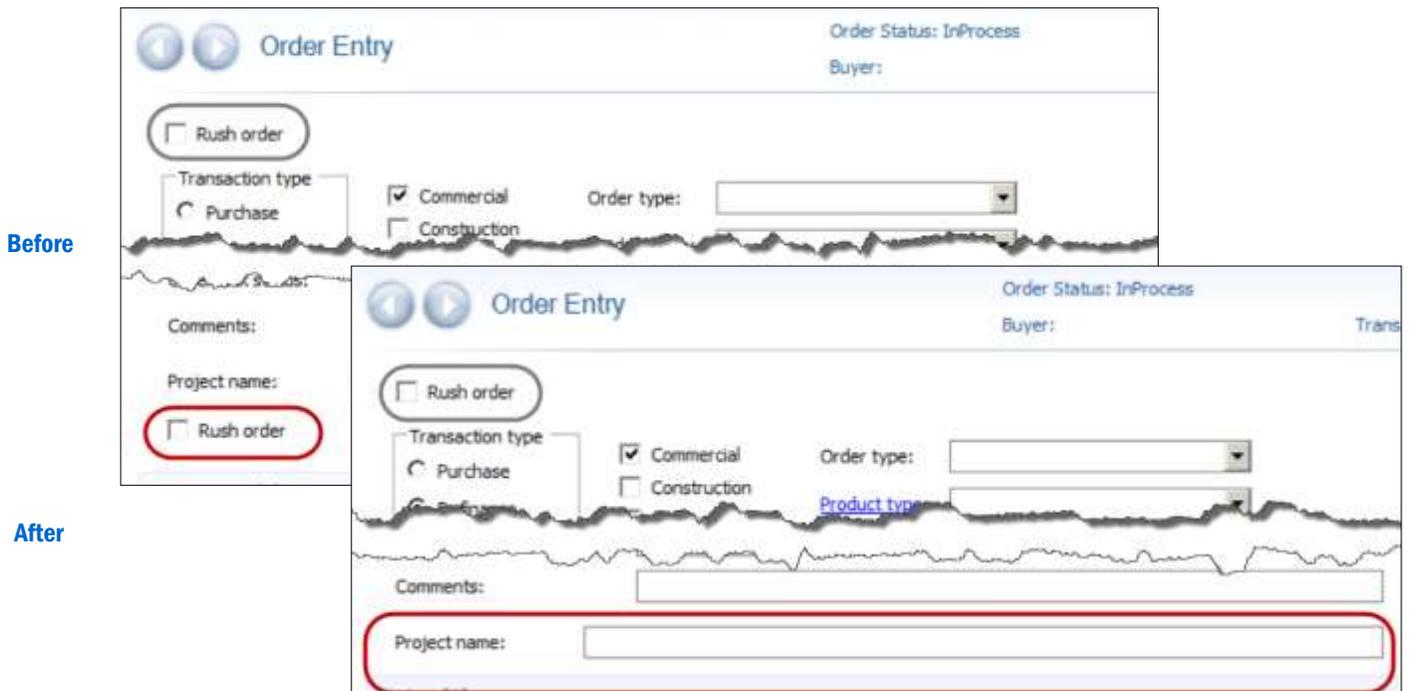
Order Entry screen – Field Removed

NEW/MOD Mod	REQUESTED BY Austin Craig	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
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The Rush order check box (below Project name field) on the Order Entry screen has been removed. The Rush order check box (top of the screen) remains.

This affects My Screens

- > Washington Commercial CSS
- > Washington Title



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JANUARY RELEASE NOTES

WISCONSIN

DOCUMENTS

Escrow

Escrow Agreement (Earnest Money)

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT WI		510785	

Added dropdown selection option between Escrow Officer and Escrow Assistant for the signature section.

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JANUARY RELEASE NOTES

eTransfer Return Form Worksheet

NEW/MOD Mod	REQUESTED BY CT WI	FOOTPRINTS No(s).	TFS No(s). 511594	FILE NAME (NEW ITEMS ONLY)
----------------	-----------------------	-------------------	----------------------	----------------------------

Changed the phone numbers to look to the current instead of forwarding. Added middle initials to individual's names. Corrected language for label associated with the Sales Price and amount will now pull from the file rather than prompting the user.



Company Name

eTRANSFER RETURN
FORM WORKSHEET

County: Orange

Grantor Type: Individual

Grantor Name: Last Name: Seller First Name: Sam E. and Susan B.

Grantor SS No.: 999-99-9999

Grantor Address: 1 Seller Fwd Address, City, WI 15566

Grantor Phone: (389)111-2234

Relationship: Family

Ownership: Full

Rights Retained: None

Grantee Type: Individual

Grantee Name: Last Name: Buyer First Name: Bob and Betty M.

Grantee SS No.: 999-99-9999

Grantee Address: 100 Property Address, City, WI 12345

Grantee Phone: (379)453-4456

Tax Bill Address: Same as tax bill mailing address? Yes No

Financing:

- No Financing Involved
- Financial Institution - Conventional
- Financial Institution - Government
- Obtained From Seller
- Assumed Existing Financing
- Other Third Party Financing

Total value of real estate transferred: \$250,000.00

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JANUARY RELEASE NOTES

McFarland Village Assessment Form
Middleton City Assessment Certification
Oregon Village Assessment Form

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Dane County		509761	

Updated forms to match most recent versions provided.

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JANUARY RELEASE NOTES

Title

ALTA Policies and 2016 Commitment
SE 91 - Deletion of Arbitration 2006
SE 93 - Deletion of Arbitration 2006

NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Underwriting	n/a	510400	

At the direction of state counsel and according to the memo "Re: Please Discontinue Issuing the Deletion of Arbitration Endorsement," the 'Arbitration' Condition has been removed (marked "Intentionally Deleted") from the ALTA Policies and the 2016 Commitment for the state of Wisconsin.

The Deletion of Arbitration endorsements are being removed from the lookup table.

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JANUARY RELEASE NOTES

TECHNICAL NOTES (FOR LOCAL IT/SUPPORT)

DOCUMENTS

Any new documents in this build are listed in the Title and/or Escrow User Release Notes. Due to the state-specific "All Documents" tree, these new documents are automatically available to the users upon the push to test or production.

However, those new documents may also need to be added to the operation specific tree(s) for packaging and other purposes. This is at your discretion.