

# SOFTPRO SELECT

January 2020  
RELEASE NOTES



Testing Release Date: January 2, 2020  
Production Release Date: January 17, 2020



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ALL STATES/SITES

CHECKS

Default Check			
New/Mod	Requested By	Incident No.	TFS No.
Change	DJ Reidel		592792
Added an option to the default check change the branch name to use the name short.			
<b>Affected item(s):</b> FNF Default Check Template FNF Default Check Template (Copy, Stub, Check, Stub) FNF Default Check Template (Stub, Check, Stub) FNF Default Check Template (Stub, Stub, Check)			

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DOCUMENTS

Escrow

<a href="#">Privacy Statement - Effective January 1, 2020</a>			
<b>New/Mod Change</b>	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595026
Updated to reflect most recent version.			
<b>Affected item(s):</b> Privacy Statement			

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Title

<a href="#">Master Commitment - (HTML)</a>			
<b>New/Mod Change</b>	<b>Requested By</b> Escrow Admin	<b>Incident No.</b>	<b>TFS No.</b> 567166
<p>Updated Master Commitment to remove Underwriter Seal for FNTG brands</p> <p>MN: updated logic for Title Office state of MN for determination if property address should show to include order is NOT commercial</p> <p>RI and Agency owning profile: Updated the settlement inquiries contact to show marketing source</p> <p>AR: updated to show additional disclosure for orders with a property in the state of AR.</p> <p>RI and Agency owning profile: Show effective date time as 8:00 AM</p> <p>Added to WI/IL/PA logic for orders where owning profile contains "MD\FNTG Agency" show only {{.EffectiveDate LD}} (do not show Effective Time{{.EffectiveDate T}})</p> <p><b><u>Affected item(s):</u></b> Master Commitment (Non-Editable)</p>			

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REPORTS

Dormant Activity			
New/Mod Change	Requested By	Incident No.	TFS No.
	WA IT/Penny Hoskins		589242
<p>Added new parameter options to the report as follows:</p> <ol style="list-style-type: none"> <li>1. Select just receipts or disbursements</li> <li>2. Select one or more medium types (I.E. Incoming Wire, Check, Ledger Transfer, et cetera)</li> <li>3. Opened # of days, to only show orders opened more than the amount entered</li> <li>4. Closed # of days, to only show orders closed more than the amount entered</li> </ol> <p><b>Affected item(s):</b> Dormant Activity</p>			

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EPU Task Summary/Productivity by Employee			
New/Mod Change	Requested By	Incident No.	TFS No.
	Renee Avila		589786
<p>Display new "EPU – Order CIC Documents Received" task for CO EPU.</p> <p><b>Affected item(s):</b> EPU Task Summary/Productivity by Employee</p>			

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In Process Pipeline Report			
New/Mod Change	Requested By	Incident No.	TFS No.
	Robert Lailer		592370
<p>Added new column to show days opened and default report to include pending revenue.</p> <p><b>Affected item(s):</b> In Process/Pipeline Orders</p>			

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Profit Center Recap			
New/Mod Change	Requested By	Incident No.	TFS No.
	Robert Lailer/ FNF Support		592372
<p>Added new grouping options for transaction type and owning profile.</p> <p><b>Affected item(s):</b> SSCORP5078.rpt – Profit Center Recap</p>			

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Transactions History			
New/Mod Change	Requested By	Incident No.	TFS No.
	WA IT/Penny Hoskins		592471
<p>Added option for Excel export</p> <p><b>Affected item(s):</b> Transactions History</p>			

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COMMERCIAL

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (WA-NCS) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595039
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 (WA-NCS)			

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CALIFORNIA

DOCUMENTS

Escrow

<a href="#">Contractor's Indemnity Agreement</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	CA CTI Sacramento	INC190505669	592293
In first paragraph, revised to pull company name instead of the person associated with the company.			
<b>Affected item(s):</b> Contractor's Indemnity Agreement			

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<a href="#">Corporate E&amp;O Insurance - Chicago</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Jeanette Haines		592574
Updated to reflect the most recent version.			
<b>Affected item(s):</b> Corporate E&O Insurance - Chicago			

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<a href="#">MH Statement of Facts - Exempt Registration (HCD 476.6h)</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	Humboldt	Humboldt	593415

New document. Render to view complete document.

STATE OF CALIFORNIA  
 BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY  
 DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
 DIVISION OF CODES AND STANDARDS  
 REGISTRATION AND TITLING PROGRAM



**STATEMENT OF FACTS  
 EXEMPT REGISTRATION**

---

This unit is a:  Manufactured Home / Mobilehome     Commercial Modular     Floating Home     Truck Camper

---

Decal (License) No.(s): 1960-3453-43	Trade Name: Fleetwood Premier	Serial No.(s): I8WF878939FFM
---	----------------------------------	---------------------------------

---

I/We, the undersigned, hereby state that the unit described above is owned by:

---

which is an exempt agency of the State of California based on the following status (Check one):

Federal Government  
 State Government  
 County Government

**Affected item(s):**  
SCA0002895.doc - HCD 476.6h (New)

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Title

<a href="#"><i>CLTA Preliminary Report Form 2006 (CA) - Updated Privacy Statement</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595104
Updated to reflect most recent version.			
<b>Affected item(s):</b> CLTA Preliminary Report Form 2006 (CA)			

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FLORIDA

DOCUMENTS

Escrow

<i>Affidavit (Contractor's Final Payment)</i>			
<b>New/Mod</b> Change	<b>Requested By</b> FL State Counsel	<b>Incident No.</b>	<b>TFS No.</b> 595485
Jurat on document has been updated.			
<b>Affected item(s):</b> Affidavit (Contractor's Final Payment)			

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<i>Notice of Termination with Contractor's Affidavit</i>			
<b>New/Mod</b> Change	<b>Requested By</b> FL	<b>Incident No.</b>	<b>TFS No.</b> 594160
Jurat on document has been updated.			
<b>Affected item(s):</b> Notice of Termination with Contractor's Affidavit			

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REPORTS

SP Data Export			
<b>New/Mod</b> Change	<b>Requested By</b> Paul Poco	<b>Incident No.</b>	<b>TFS No.</b> 592016
Added Sales Contract to report as the last column. Re-named report from FOW Data Export to SP Data Export			
<b>Affected item(s):</b> SP Data Export			

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HAWAII

My Screens

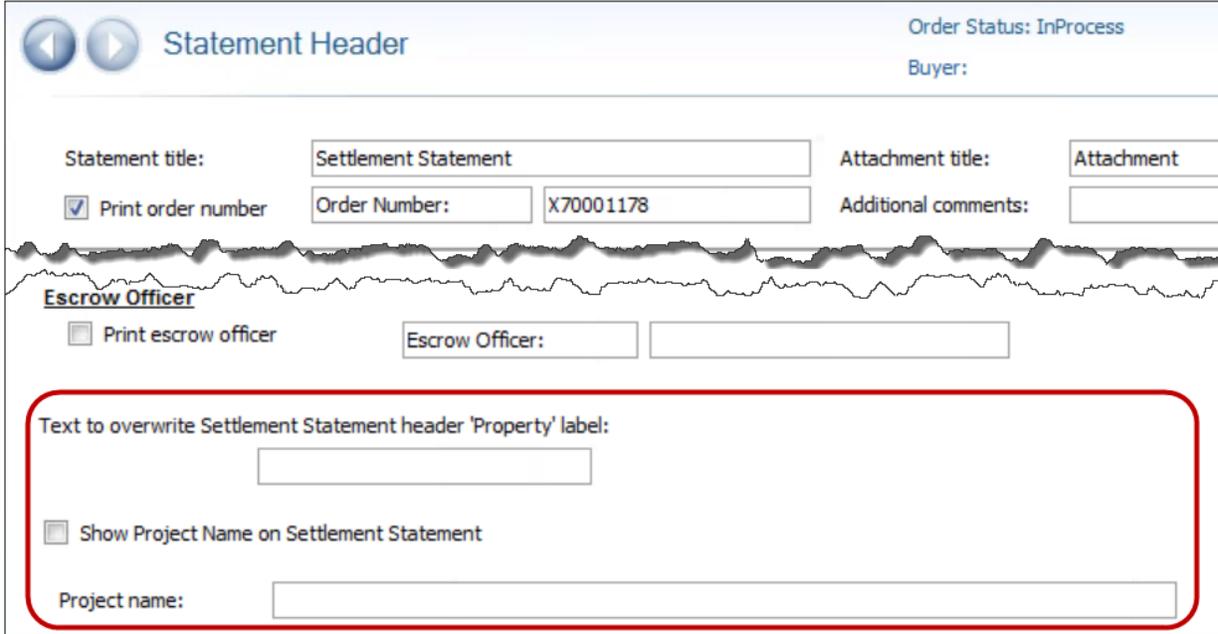
*Statement Header Screen*

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

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > Washington Commercial CSS Screens is selected.



The screenshot shows the 'Statement Header' screen with the following fields and options:

- Order Status: InProcess
- Buyer:
- Statement title: Settlement Statement
- Attachment title: Attachment
- Print order number
- Order Number: X70001178
- Additional comments:
- Escrow Officer**
- Print escrow officer
- Escrow Officer:
- Text to overwrite Settlement Statement header 'Property' label:** (highlighted in red)
- Show Project Name on Settlement Statement
- Project name:

IDAHO

My Screens

*Statement Header Screen*

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

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > IDMT Commercial CSS screen is selected.

The screenshot shows the 'Statement Header' screen with the following fields and options:

- Order Status: InProcess
- Buyer:
- Statement title: Settlement Statement
- Attachment title: Attachment
- Print order number
- Order Number: X3522200596
- Additional comments:
- Escrow Officer**
- Print escrow officer
- Escrow Officer:
- Text to overwrite Settlement Statement header 'Property' label:** (highlighted in red)
- Show Project Name on Settlement Statement
- Project name:



ILLINOIS

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 with Privacy Notice (IL) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595034
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 with Privacy Notice (IL)			

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INDIANA

DOCUMENTS

Escrow

<a href="#">Letter (Purchase Tax Proration - Buyer or Seller)</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	IN		592305
New document. Matches "Letter (Purchase Tax Proration)" but allows users to print separately for Buyer or Seller.			
<b>Affected item(s):</b> IND1323.doc - Letter (Purchase Tax Proration - Buyer or Seller) (New)			

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Title

<a href="#">ALTA Commitment 2016 with Privacy Notice (IN) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595242
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 with Privacy Notice (IN)			

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REPORTS

Order Exceptions			
New/Mod Change	Requested By	Incident No.	TFS No.
	FT IN		589549
Added new exception "Missing Recording Date/Time" for closed orders that do not have the recording date/time input for the deed and/or security instrument.			
<b>Affected item(s):</b> Order Exceptions			

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24/7 Order Notes			
New/Mod Change	Requested By	Incident No.	TFS No.
	Sandy Tilmon		592405
Updated logic in report to pull notes from Order Note instead of from Task Notes			
<b>Affected item(s):</b> 24/7 Order Notes			

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My Screens

*Invoice Screen*

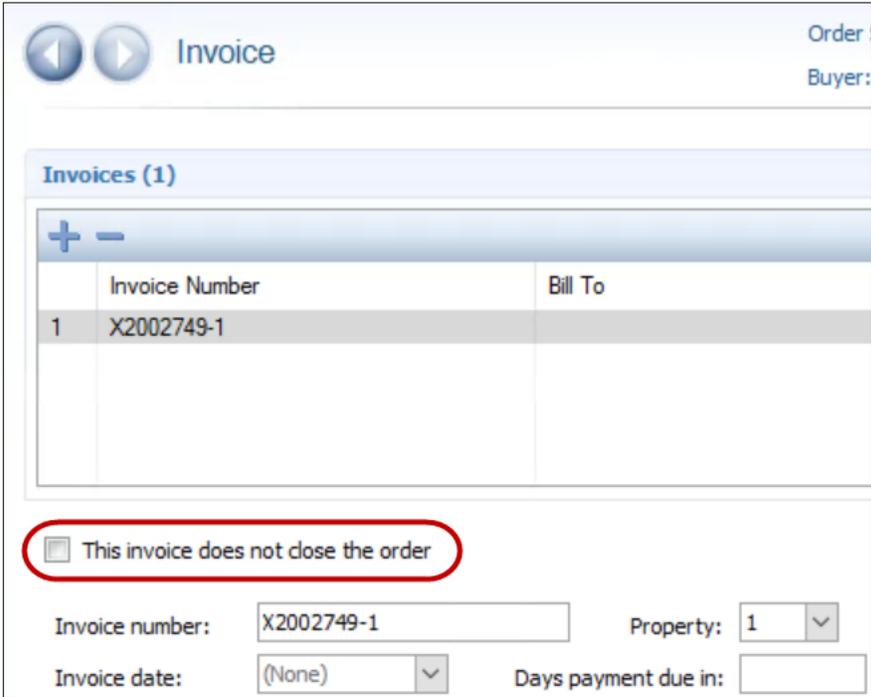
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Roberta Stone			

A new field has been added to the Invoice screen,

- > This invoice does not close the order

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

- > IN All Screens
- > IN Commercial
- > IN CT All Screens
- > IN CTNW Screens



The screenshot shows the 'Invoice' screen interface. At the top, there are navigation arrows and the title 'Invoice'. Below this, there are fields for 'Order #' and 'Buyer:'. A section titled 'Invoices (1)' contains a table with the following data:

	Invoice Number	Bill To
1	X2002749-1	

Below the table, there is a checkbox labeled 'This invoice does not close the order', which is circled in red. At the bottom of the screen, there are input fields for 'Invoice number:' (containing X2002749-1), 'Property:' (a dropdown menu with '1' selected), 'Invoice date:' (a dropdown menu with '(None)' selected), and 'Days payment due in:' (an empty input field).



KANSAS

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (KS MO NE) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595030
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 (KS MO NE)			

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MAINE

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (CT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Connecticut Agency	<b>Incident No.</b>	<b>TFS No.</b> 592705
For Connecticut Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (CT)			

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<a href="#">ALTA Commitment 2016 (MA ME NH RI VT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Rhode Island Agency	<b>Incident No.</b>	<b>TFS No.</b> 592704
For Rhode Island Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (MA ME NH RI VT)			

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MASSACHUSETTS

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (CT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Connecticut Agency	<b>Incident No.</b>	<b>TFS No.</b> 592705
For Connecticut Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (CT)			

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<a href="#">ALTA Commitment 2016 (MA ME NH RI VT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Rhode Island Agency	<b>Incident No.</b>	<b>TFS No.</b> 592704
For Rhode Island Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (MA ME NH RI VT)			

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MICHIGAN

DOCUMENTS

Escrow

<a href="#">First Lien Letters (Company Position)</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	CT MI		591974
New document. Render to view complete document.			
<div style="border: 1px solid black; padding: 20px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p><b>CHICAGO TITLE OF MICHIGAN</b></p> <p>Date: January 6, 2020</p> <p><a href="#">Chicago Title Insurance Company</a> 1001 Title Way, Suite 100 Anywhere 99999</p> <p>RE: First Lien Letters</p> <p>Dear <a href="#">Chicago Title Insurance Company</a>:</p> <p>The Company has recently identified instances where employees and settlement agents were asked to provide and sign First Lien letters. This type of letter is viewed as an added unacceptable risk to the Company. This additional representation could extend the coverages provided to an Insured in a title insurance policy.</p> </div> <div style="text-align: center;">  </div> </div> </div>			
<p><b>Affected item(s):</b> MID1297.doc - First Lien Letters (Company Position) (New)</p>			

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MINNESOTA

DOCUMENTS

Escrow

<i>Compliance POA</i>			
<b>New/Mod</b> Change	<b>Requested By</b> CT MN	<b>Incident No.</b>	<b>TFS No.</b> 592301
In the PROPERTY TAX INFORMATION section the document now has a custom field prompt for the year the taxes are due rather than automatically pulling the system date's year.			
<b>Affected item(s):</b> Compliance POA			

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<i>Letter (Refinance)</i>			
<b>New/Mod</b> Change	<b>Requested By</b> CT Minneapolis	<b>Incident No.</b>	<b>TFS No.</b> 593639
The hardcoded amount on page 2 of \$225 has been updated to \$260.			
<b>Affected item(s):</b> Letter (Refinance)			

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MISSOURI

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (KS MO NE) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595030
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 (KS MO NE)			

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MONTANA

DOCUMENTS

Escrow

<a href="#">Letter (Demand HOA Fees)</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	CT Billings		591980
Added 'Calendar/Fiscal' options as well as 'Special Assessments' and 'Payments made payable' sections.			
<b>Affected item(s):</b> Letter (Demand HOA Fees)			

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<a href="#">DNRC Water Right Ownership Update (Fee Log Sheet)</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	FT MT		593364
Updated to reflect most recent version.			
<b>Affected item(s):</b> DNRC Water Right Ownership Update (Fee Log Sheet)			

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My Screens

*Statement Header Screen*

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

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > IDMT Commercial CSS screen is selected.

The screenshot shows the 'Statement Header' screen with the following fields and options:

- Order Status: InProcess
- Buyer:
- Statement title: Settlement Statement
- Attachment title: Attachment
- Print order number
- Order Number: X3522200596
- Additional comments:
- Escrow Officer**
- Print escrow officer
- Escrow Officer:
- Text to overwrite Settlement Statement header 'Property' label:** (highlighted in red)
- Show Project Name on Settlement Statement
- Project name:



NEBRASKA

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (KS MO NE) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595030
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 (KS MO NE)			

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NEVADA

DOCUMENTS

Escrow

*Declaration of Value (Nevada)*

<b>New/Mod Change</b>	<b>Requested By</b> Novare NSS	<b>Incident No.</b>	<b>TFS No.</b> 593670
-----------------------	-----------------------------------	---------------------	--------------------------

Revised to match updated version.



**Office of the County Recorder**  
**Debbie Conway**  
*Clark County Recorder*

Declaration of Value Form Instructions

**Complete the following sections:**

1. Assessor parcel number(s) (APN) – List all parcel numbers affected by the property transfer. If more than 4 parcel numbers, attach a list with remaining numbers.
2. Type of Property – One box must be checked. If “other” fill in blank with description (i.e. Timeshare, Water Rights, etc...)
3. Total Value/Sales Price of Property - (see options below)
  - 3a Show full purchase price of real property (for Deeds in Lieu of Foreclosure amount of unpaid debt).
  - If there is NO SALE and does not fall under exemption, use the Assessor’s Taxable Value or the last sales price within the previous five years, whichever is greater (NRS 375.010).
  - Trustee’s deeds are taxable on the bid amount plus costs (if not foreclosing on first mortgage include first mortgage as part of costs).
  - **3b For Deeds in Lieu of Foreclosure Only – the Total Value (3a) is the amount of the unpaid**

**Seller/Grantor and Buyer/Grantee Information** – Names and addresses of both parties **must** be completed (for contact purposes).

2. Type of Property:

<input type="checkbox"/> Vacant Land	<input type="checkbox"/> Single Fam. Res.
<input type="checkbox"/> Condo/Twnhse	<input type="checkbox"/> 2-4 Plex
<input type="checkbox"/> Apt. Bldg	<input type="checkbox"/> Comm'l/Ind'l
<input type="checkbox"/> Agricultural	<input type="checkbox"/> Mobile Home
<input checked="" type="checkbox"/> Other other property type here _____	

3. a. Total Value/Sales Price of Property	\$ 150.00
b. Deed in Lieu of Foreclosure Only (value of property)	( )
c. Transfer Tax Value:	\$ 150.00
d. Real Property Transfer Tax Due	\$ 0

4. **IF Exemption Claimed:**

Signature _____	Capacity: Grantor
Signature _____	Capacity: Grantee

**Office of the County Recorder**  
**Debbie Conway**  
*Clark County Recorder*

**Real Property Transfer Tax Exemptions**

01 *	Transfer between affiliated business entities with identical common ownership <b>OR</b> between parent and direct subsidiary companies. <a href="#">Click here for Guidelines</a>	
02	Transfer to a government entity.	
03 *	Recognize true status – must show complete explanation on Declaration of Value form. (i.e. re-record to correct legal description) <a href="#">Click here for Guidelines</a>	
04	Remove co-owner or joint tenant without consideration.	
05 *	Transfer between parents and children, spouse to spouse, or between registered Nevada domestic partners – must state relationship on Declaration of Value. (i.e. from mother to son; parents to daughter & son-in-law) <a href="#">Click here for Guidelines</a>	
06 *	Transfer between spouses in compliance with a divorce. (Divorce decree required)	
07 *	Transfer without consideration to or from a trust. <a href="#">Click here for Guidelines</a>	
09 *	Transfer to a business entity of which grantor is 100% owner. (Grantor must have direct and total ownership of the Grantee) <a href="#">Click here for Guidelines</a>	

<p>If you have additional questions, please contact the Clark County Recorder’s Office Audit Division at (702) 455-5587 or E-Mail: <a href="mailto:CCORAuditTeam@ClarkCountyNV.gov">CCORAuditTeam@ClarkCountyNV.gov</a></p>	<p>If last names are different, provide <b>certified copies</b> of the Birth Certificate, Marriage Certificate, court order, Nevada Certificate of Domestic Partnership, etc.</p>	<p>12. Transfer to a Nevada educational foundation grades K-12. No documentation needed</p> <p>13. Transfer to a Nevada university four No documentation needed</p>
---	---	---

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Page 1

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Page 3

Page 4

Page 4

Page 7

**Affected item(s):**  
Declaration of Value (Nevada)

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NEW HAMPSHIRE

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (CT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Connecticut Agency	<b>Incident No.</b>	<b>TFS No.</b> 592705
For Connecticut Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (CT)			

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<a href="#">ALTA Commitment 2016 (MA ME NH RI VT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Rhode Island Agency	<b>Incident No.</b>	<b>TFS No.</b> 592704
For Rhode Island Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (MA ME NH RI VT)			

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NEW MEXICO

DOCUMENTS

Escrow

[Agreement \(Sole and Separate\)](#)

<b>New/Mod Change</b>	<b>Requested By</b> FNT NM	<b>Incident No.</b> FNT NM	<b>TFS No.</b> 592173
-----------------------	-------------------------------	-------------------------------	--------------------------

Updated to pull names for Grantor and Grantee.



SOLE AND SEPARATE AGREEMENT  
AND CONVEYANCE

**Date:** January 8, 2020  
**Escrow No.:** CJ CD Comm Purchase-JDK  
**Property:** 100 Property Street, Detroit, CA 48201  
 200 Property Street, Detroit, RI 99999

Added Grantee and Grantor fields

↙
↘

Pursuant to Section 40-3-8, A (5), NMSA 1978 Comp, [Sandy S. Seller](#) and [Stephen S. Seller, Jr.](#), husband and wife

Agree, that the property described as:

**For APN/Parcel ID(s):** [19-1215593465](#)  
**For Tax Map ID(s):** [19-7654](#)

---

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE [TOWN](#) OF [DETROIT](#), [COUNTY](#) OF [WAYNE](#), STATE OF [CALIFORNIA](#) AND IS DESCRIBED AS FOLLOWS:

This is the ESCROW legal for Property One.

**Affected item(s):**  
 Agreement (Sole and Separate)  
 Agreement (Sole and Separate) Letter

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NEW YORK

DOCUMENTS

Escrow

<a href="#">Survey Order Authorization</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Christina Buschatzke	<b>Incident No.</b>	<b>TFS No.</b> 592578
Removed "Service Fee" lines.			
<b>Affected item(s):</b> Survey Order Authorization			

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Escrow/Title

<i>NY Application</i>			
<b>New/Mod</b> Change	<b>Requested By</b> Christina Buschatzke	<b>Incident No.</b>	<b>TFS No.</b> 592454
Updated recording fee on prompt screen to default to \$25.00.			
<b>Affected item(s):</b> NY Application			

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OHIO

DOCUMENTS

Escrow

<a href="#">File Cover (Sheffield-Sandusky)</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	FT OH		592303
Added Intro Sent checkbox, removed Buyer Intro Sent checkbox, added Intro Sent checkbox and added Payoff Authorization line.			
<b>Affected item(s):</b> File Cover (Sheffield-Sandusky)			

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OKLAHOMA

DOCUMENTS

Title

<a href="#"><i>ALTA Short Form Residential Loan Policy 2006 (With Oklahoma Modifications)</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> CT Oklahoma	<b>Incident No.</b>	<b>TFS No.</b> 594189
The endorsements list on Schedule A of the policy has been updated to reflect the appropriate ALTA endorsement descriptions. Previously named OK Restrictions and Encroachments, OK Future Advance (Knowledge), and OK Reverse Mortgage are now reflected as the ALTA 9-06, ALTA 14.1-06, and ALTA 14.3-06, respectively (with Oklahoma Modifications).			

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<a href="#"><i>Generic Enclosure Letter - Title</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> CT OK	<b>Incident No.</b> INC190502270	<b>TFS No.</b> 591916
Revised to pull the lender's address from the "FTP Mailed To:" field.			
<b>Affected item(s):</b> Generic Enclosure Letter - Title			

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OREGON

DOCUMENTS

Escrow

<i>Form WC (Affirmation for Withholding on OR Real Property) (2020)</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	OR	OR	587701
Updated document to reflect 2020 version.			
<b>Affected item(s):</b> ORD1088.doc - Form WC (Affirmation for Withholding on OR Real Property) (2020) (New)			

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<i>Instructions (Scrivener)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Penny Hoskins		592298
Revised document to always pull the Settlement Agent logo.			
<b>Affected item(s):</b> Instructions (Scrivener)			

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<i>Signature Revisions</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Penny Hoskins		592586
Added Phone and Email to signature section.			
<b>Affected item(s):</b> EI - Borrower's (EIS - Legal) EI - Borrower's (EIS) EI - Manufactured Home Buyer (EIS - Legal) EI - Manufactured Home Buyer (EIS) EI - Manufactured Home Seller (EIS - Legal) EI - Manufactured Home Seller (EIS)			

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REPORTS

Batch Privacy Notice Letter			
<b>New/Mod</b> Change	<b>Requested By</b> NW IT/Penny Hoskins	<b>Incident No.</b>	<b>TFS No.</b> 591065
Updated logic for closed and cancelled orders to only show if the ledger balance is \$50.00 or more.			
<b>Affected item(s):</b> Batch Privacy Notice Letter			

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My Screens

*Statement Header Screen*

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

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > OR Commercial CSS Screens is selected.

Statement Header

Order Status: InProcess

Buyer:

Statement title:  Attachment title:

Print order number    Order Number:     Additional comments:

---

**Escrow Officer**

Print escrow officer    Escrow Officer:

Text to overwrite Settlement Statement header 'Property' label:

Show Project Name on Settlement Statement

Project name:



RHODE ISLAND

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (CT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Connecticut Agency	<b>Incident No.</b>	<b>TFS No.</b> 592705
For Connecticut Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (CT)			

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<a href="#">ALTA Commitment 2016 (MA ME NH RI VT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Rhode Island Agency	<b>Incident No.</b>	<b>TFS No.</b> 592704
For Rhode Island Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (MA ME NH RI VT)			

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SOUTH CAROLINA

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (SC) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595029
Updated to reflect most recent version.			
<b>Affected item(s):</b> ALTA Commitment 2016 (SC)			

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TEXAS

DOCUMENTS

Escrow

<a href="#"><i>TX Ack Revisions for Partnerships and LLCs</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> TX	<b>Incident No.</b>	<b>TFS No.</b> 591985
Revised acknowledgments to reflect new language for limited partnerships and limited liability companies. This affects all documents that pull acknowledgments for partnerships and LLCs.			

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Title

<a href="#">Commitment for Title Insurance (T-7) - 2014 (with and without Jacket) - Updated Privacy Statement</a>			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Corporate	<b>Incident No.</b>	<b>TFS No.</b> 595036
Updated to reflect most recent version.			
<b>Affected item(s):</b> Commitment for Title Insurance (T-7) - 2014 Commitment for Title Insurance (T-7) - 2014 without Jacket			

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<a href="#">Commitment Schedule D - Executive Title ONLY</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Executive Title	<b>Incident No.</b>	<b>TFS No.</b> 593815
Doc Name: [CJP note - please do not use project Title]			
External RN: Item 2(c) of Schedule D has been updated to replace "Michael W. Moore (Chief Financial Officer)" with "Jennifer Knudson (Director of Title Operations)".			

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REPORTS

<a href="#">Commitment Cvr Page for Dallas</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	Dallas		592134
Dallas CPF offices will now see the cover letter as page one of the commitment document.			
<b>Affected item(s):</b> Commitment for Title Insurance (T-7) - 2014 Commitment for Title Insurance (T-7) - 2014 without Jacket			

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<a href="#">Escrow Officer/Sales Rep Comparisons</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Elise Kitchens		593564
Updated report to display sales rep from marketing source first and if blank to show the sales rep from the branch contact.			
<b>Affected item(s):</b> Escrow Officer/Sales Rep Comparisons			

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<a href="#">Opened/Closed Orders by {Selection}</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Elise Kitchens		593002
Updated report to display sales rep from marketing source first and if blank to show the sales rep from the branch contact.			
<b>Affected item(s):</b> Opened/Closed Orders by {Selection}			

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<a href="#">Opened/Closed Orders by Marketing Source</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Elise Kitchens		593040
Updated the logic in the report to pull the sales rep from the marketing source contact first and if blank to use the settlement agent contact.			
<b>Affected item(s):</b> Opened/Closed Orders by Marketing Source			

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VERMONT

DOCUMENTS

Title

<a href="#">ALTA Commitment 2016 (CT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Connecticut Agency	<b>Incident No.</b>	<b>TFS No.</b> 592705
For Connecticut Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (CT)			

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<a href="#">ALTA Commitment 2016 (MA ME NH RI VT)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Rhode Island Agency	<b>Incident No.</b>	<b>TFS No.</b> 592704
For Rhode Island Agency only, added the WireSafe form to the end of this commitment.			
<b>Affected item(s):</b> ALTA Commitment 2016 (MA ME NH RI VT)			

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VIRGINIA

DOCUMENTS

Title

<a href="#">Proforma Policy Letter</a>			
<b>New/Mod</b> New	<b>Requested By</b> VA/WV Agency	<b>Incident No.</b> VA/WV Agency	<b>TFS No.</b> 592094
New document for proforma endorsements to existing loan policies.			
<b>Affected item(s):</b> VAD1042.doc - Proforma Policy Letter (New)			

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WASHINGTON

DOCUMENTS

Escrow

Master Real Estate Excise Tax Affidavit (2020) (2)

<b>New/Mod Change</b>	<b>Requested By</b> Penny Hoskins	<b>Incident No.</b>	<b>TFS No.</b> 593095
-----------------------	--------------------------------------	---------------------	--------------------------

See below.

1. Long Grantor/Grantee names will now show what will fit  
 2. The address will first look to Forwarding Address, then Current Address, then Property Address

**REAL ESTATE EXCISE TAX AFFIDAVIT**  
 CHAPTER 82.45 RCW - CHAPTER 458-61A WAC  
 THIS AFFIDAVIT WILL NOT BE ACCEPTED UNLESS ALL AREAS ON ALL PAGES ARE FULLY COMPLETED  
Used only for sales in a single location code

This form is your receipt when stamped by cashier.

Check box if the sale occurred in more than one location code. PLEASE TYPE OR PRINT

Check box if partial sale, indicate % \_\_\_\_\_ sold. List percentage of ownership acquired next to name.

<p><b>1</b> <small>SELLER GRANTOR</small></p> <p>Name <b>Samuel S. Seller and Sama - **See Exhibit A for Full Names</b></p> <p>Mailing Address <b>123 Seller Fwd Street</b></p> <p>City/State/Zip <b>Seller Fwd City, WA 55555</b></p> <p>Phone No. (including area code) _____</p>	<p><b>2</b> <small>BUYER GRANTEE</small></p> <p>Name <b>Bryan B. Buyer and Brenda B. Buyer, with joint tenancy</b></p> <p>Mailing Address <b>1 Buyer Forwarding Street</b></p> <p>City/State/Zip <b>Buyer Fwd City, WA 12345</b></p> <p>Phone No. (including area code) _____</p>
---	---

3. Fee Schedule of "F State" will show the amount on the 'Agricultural and timberland at 1.28%' line

Fee Schedule Type	Pages	Document	Fee Schedule	Amount	Seller Pay %
State tax/stamps		Deed	F State Transfer Tax - De...	\$6,469.00	100.00

Less than \$500,000.01 at 1.1% \$ \_\_\_\_\_  
 From \$500,000.01 to \$1,500,000 at 1.28% \$ \_\_\_\_\_  
 From \$1,500,000.01 to \$3,000,000 at 2.75% \$ \_\_\_\_\_  
 Above \$3,000,000 at 3.0% \$ \_\_\_\_\_  
 Agricultural and timberland at 1.28% \$ **6,464.00**  
 Total Excise Tax: State \$ **6,464.00**

4. Fee Schedule of "G State" will show the amount(s) on the following lines based on Sales Price

Fee Schedule Type	Pages	Document	Fee Schedule	Amount	Seller Pay %
State tax/stamps		Deed	G State Transfer Tax - De...	\$5,569.00	100.00

Gross Selling Price \$ **505,000.00**  
 \*Personal Property (deduct) \$ **0.00**  
 Exemption Claimed (deduct) \$ **0.00**  
 Taxable Selling Price \$ **505,000.00**

Excise Tax - State

Less than \$500,000.01 at 1.1%	\$ <b>5,500.00</b>
From \$500,000.01 to \$1,500,000 at 1.28%	\$ <b>64.00</b>
From \$1,500,000.01 to \$3,000,000 at 2.75%	\$ _____
Above \$3,000,000 at 3.0%	\$ _____
Agricultural and timberland at 1.28%	\$ _____
Total Excise Tax: State	\$ <b>5,564.00</b>

**Affected item(s):**

Master Real Estate Excise Tax Affidavit (2020)  
 Master Real Estate Excise Tax Affidavit (2020) Multiple Location

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<a href="#">Signature Revisions</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Penny Hoskins	<b>Incident No.</b>	<b>TFS No.</b> 592604
Added Phone and Email to signature section.			

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REPORTS

Escrow Closing Log (WA)			
New/Mod	Requested By	Incident No.	TFS No.
New	Bridget Thompkins		589173
New report for FT WA using the Escrow Closing Log original report to show different columns on the PDF and Excel format.			
<b>Affected item(s):</b> Escrow Closing Log (WA)			

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Order Contact Mail Merge Export			
New/Mod	Requested By	Incident No.	TFS No.
Change	Penny Hoskins		590583
Added Sales Rep picklist and placed under title officer picklist			
<b>Affected item(s):</b> Order Contact Mail Merge Export			

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Batch Privacy Notice Letter			
New/Mod	Requested By	Incident No.	TFS No.
Change	NW IT/Penny Hoskins		591065
Updated logic for closed and cancelled orders to only show if the ledger balance is \$50.00 or more.			
<b>Affected item(s):</b> Batch Privacy Notice Letter			

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My Screens

*Statement Header Screen*

NEW/MOD	REQUESTED BY	FOOTPRINTS NO(S).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Penny Hoskins			

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > Washington Commercial CSS Screens is selected.

**Statement Header**

Order Status: InProcess

Buyer:

---

Statement title:

Print order number

Attachment title:

Order Number:  Additional comments:

---

**Escrow Officer**

Print escrow officer

Escrow Officer:

Text to overwrite Settlement Statement header 'Property' label:

Show Project Name on Settlement Statement

Project name:



WEST VIRGINIA

DOCUMENTS

Title

<a href="#">Proforma Policy Letter</a>			
<b>New/Mod</b> New	<b>Requested By</b> VA/WV Agency	<b>Incident No.</b> VA/WV Agency	<b>TFS No.</b> 592094
New document for proforma endorsements to existing loan policies.			
<b>Affected item(s):</b> VAD1042.doc - Proforma Policy Letter (New)			

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WISCONSIN

DOCUMENTS

Title

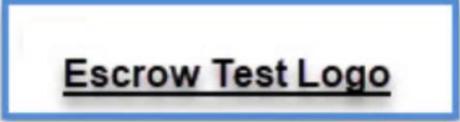
<a href="#">ALTA Homeowner's Policy of Title Insurance 2013</a>			
<b>New/Mod</b> Change	<b>Requested By</b> Underwriting	<b>Incident No.</b>	<b>TFS No.</b> 592198
At the direction of state counsel, the ALTA Homeowner's Policy will be removed, as per the Filing for the State of Wisconsin on the Effective Date of January 22, 2020.			

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LIBERTY TITLE

DOCUMENTS

Escrow

<a href="#">Payoff Authorization (Loan)</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	Liberty Title		591578
New Document. Render to view complete document.			
PAYOFF AUTHORIZATION			
			
<b>Borrower:</b> Bryan B. Buyer and Brenda Buyer			
<b>Property:</b> 1111 Property Avenue, Suite 100, City, NM 55555			
<b>Loan(s):</b>			
Lending Institution (1): _____			
Lender Contact: _____			
Loan No.: _____			
Lending Institution (2): _____			
<b>Affected item(s):</b> LIBD1113.doc - Payoff Authorization (Loan) (New)			

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*Tax Report (AR)*

<b>New/Mod</b> New	<b>Requested By</b> Liberty Title	<b>Incident No.</b>	<b>TFS No.</b> 591746
-----------------------	--------------------------------------	---------------------	--------------------------

New document. Render to view complete document.



Company Name

TAX REPORT

**File No.:** JM CD Test-SLM  
**Owner(s):** Samuel S. Seller and Samantha S. Seller  
**Property:** 1111 Property Avenue, Prop City, AR 55555  
**Parcel:** 1111APN  
**Legal Description:** Escrow Breif Legal

**2018 Real Estate Taxes:** [previous year tax information goes here](#)  
**Homestead Credit:** \$300.00  
**Special Improvement Taxes:** \$N/A  
**Plus Penalties and interest:** \$N/A  
**Total Taxes:** 2018 taxes were paid [October 1, 2018](#)

\*Beginning with 2019 Real Estate Taxes payable in 2020 the homestead credit will increase to Three Hundred Seventy-Five Dollars (\$375.00)\*

**Affected item(s):**  
LIBD1114.doc - Tax Report (AR) (New)

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NCS

DOCUMENTS

Escrow

<a href="#">Wire Account Notification (NCS - Commercial)</a>			
New/Mod	Requested By	Incident No.	TFS No.
Change	CLT Philadelphia		593831
<p>The following language will now populate on the form for Philadelphia operations.</p> <p>PLEASE BE ADVISED THAT WE WILL ACCEPT ONLY WIRE TRANSFERS. WE CANNOT ACCEPT ACH DEPOSITS, PHONE FUND TRANSFERS OR OTHER TYPES OF ELECTRONIC PAYMENTS/CREDITS. THESE INSTRUCTIONS ARE FOR THE PURPOSE OF SENDING WIRE TRANSFERS ONLY.</p> <p><b><u>Affected item(s):</u></b> Wire Account Notification (NCS - Commercial)</p>			

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REPORTS

WSOB Export			
<b>New/Mod</b> New	<b>Requested By</b> Robert Lailer	<b>Incident No.</b>	<b>TFS No.</b> 592379
New report for Liberty Title to export opened and closed order data in Excel format.			
<b>Affected item(s):</b> WSOB Export			

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<a href="#">Opened/Closed Orders by Settlement Date</a>			
<b>New/Mod</b> New	<b>Requested By</b> Roberty Lailer	<b>Incident No.</b>	<b>TFS No.</b> 592383
New version of the Orders by Settlement Date report to include posted revenue and add in grouping of orders closed or in process.			
<b>Affected item(s):</b> Opened/Closed Orders by Settlement Date			

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NCS - Washington  
My Screens

*Statement Header Screen*

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

Two new fields have been added to the Statement Header screen (bottom),

- > Text to overwrite Settlement Statement header 'Property' label
- > Show Project Name on Settlement State / Project Name

These fields are available when the My Screens > Washington Commercial CSS Screens is selected.

The screenshot shows the 'Statement Header' screen with the following elements:

- Order Status: InProcess
- Buyer:
- Statement title: Settlement Statement
- Attachment title: Attachment
- Print order number
- Order Number: 205160-NCS
- Additional comments:
- Escrow Officer**
- Print escrow officer
- Escrow Officer:
- Text to overwrite Settlement Statement header 'Property' label:** (highlighted in red)
- Show Project Name on Settlement Statement (highlighted in red)
- Project name:



TECHNICAL NOTES (FOR LOCAL IT/SUPPORT)

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

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