

SOFTPRO SELECT

April 2019
RELEASE NOTES



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

TABLE OF CONTENTS

ALL STATES/SITES.....	7
CHECKS.....	7
FNF Default Check	7
DOCUMENTS.....	8
Escrow	8
Affidavit (Understanding and Indemnity)	8
E-Sign Consent (fka Remote Online Notarization Consent)	8
General Notice (COVID-19).....	9
Letter (COVID-19).....	10
Notice to Agents and Closers (COVID-19).....	11
Privacy Statement.....	11
Remote Online Notarization Consent.....	12
Signing Appointment Notice (COVID-19).....	13
Signing Appointment Notice (COVID-19).....	13
Wire Fraud Checklists	13
REPORTS	14
Disbursements by Payee	14
Marketing Source Activity	14
Order Tasks.....	14
Orders by Note Search	14
Outstanding Document Recordings.....	14
Outstanding Recording Fees	15
SPAdmin Document/Report by Trees.....	15
ARIZONA	16
DOCUMENTS.....	16
Escrow	16
Agreement (Special Indemnity)	16
ARKANSAS.....	17
DOCUMENTS.....	17
Indemnity and Undertaking Agreement (GAP).....	17
CALIFORNIA.....	18
DOCUMENTS.....	18
Escrow	18
Cashier's Check Request	18
Demand for Release of Lien Government.....	18
Grant Deeds	19
Letter (A.I.R. Timeline)	19



Affidavit (Owner's/Individual - Borrower - COVID-19) (New) 20

Affidavit (Owner's/Individual - COVID-19) (New) 20

Affidavit (Owner's/Organization - Borrower - COVID-19) (New) 20

Affidavit (Owner's/Organization - COVID-19) (New) 20

Affidavit (ALTA Home - COVID-19) (New) 21

Keller Williams Homeowners Affidavit - COVID-19 (New) 21

Privacy Statement, documents containing 21

Coprorate Transaction Form 22

REPORTS 23

 FNT San Mateo Revenue Update 23

 My Screens..... 24

 Property Screen 24

COLORADO..... 25

 DOCUMENTS..... 25

 Draw Statement..... 25

 Draw Summary..... 25

DELAWARE 26

 DOCUMENTS..... 26

 Title 26

 Agreement (Indemnity and Undertaking - GAP) 26

DISTRICT OF COLUMBIA..... 27

 DOCUMENTS..... 27

 Title 27

 ALTA 25-06 - Same as Survey - CT BALTIMORE 27

 ALTA 25.1-06 - Same as Portion of Survey - CT BALTIMORE..... 27

FLORIDA 28

 DOCUMENTS..... 28

 Escrow 28

 Affidavit (Indemnity and Undertaking) 28

 Notice of Termination with Contractor's Affidavit 28

HAWAII 29

 DOCUMENTS..... 29

 Escrow 29

 EI - Sale (EIS)..... 29

ILLINOIS 30

 DOCUMENTS..... 30

 Escrow 30

 ALTA Commitment 2016 with Privacy Notice (IL)..... 30



Indemnity and Undertaking Agreement - COVID-19..... 30

INDIANA 31

DOCUMENTS..... 31

Escrow 31

Agreement (Earnest Money)..... 31

ALTA Commitment 2016 with Privacy Notice (IN) 31

Consent for Electronic Docs 32

Essential Business Letter 33

KANSAS 34

DOCUMENTS..... 34

ALTA Commitment 2016 (KS MO NE) 34

MARYLAND 35

DOCUMENTS..... 35

MD Income Tax Withholding 35

MICHIGAN 36

DOCUMENTS..... 36

Escrow 36

Construction Personal Undertaking 36

Proof of Identity Certification - U.S. Patriot Act 37

MISSOURI 38

DOCUMENTS..... 38

Escrow 38

Affidavit (Commercial Owners) 38

ALTA Commitment 2016 (KS MO NE) 39

NEBRASKA..... 40

DOCUMENTS..... 40

ALTA Commitment 2016 (KS MO NE) 40

NEW JERSEY 41

DOCUMENTS..... 41

Escrow 41

Agreement (Indemnity and Undertaking - GAP)..... 41

Affidavit (Seller's and Borrower's COVID-19 Emergency) 42

Letter (First Lien COVID-19)..... 43

Title Search Report (With Optional Accommodation) 43

NEW YORK..... 44

DOCUMENTS..... 44

Escrow 44

Receipt (Buffalo - Lockport)..... 44



REPORTS 45
 Client List by Sales Rep 45
NORTH CAROLINA 46
 DOCUMENTS..... 46
 Escrow 46
 Affidavit (Understanding and Indemnity) COVID-19 46
OHIO..... 47
 DOCUMENTS..... 47
 Escrow 47
 Affidavit (As To Title)..... 47
 Affidavit (Understanding and Indemnity) 48
 File Cover (Sheffield-Sandusky) 48
 Filing Sheet..... 48
 HUD/CDF settlement Statement 49
OREGON 50
 DOCUMENTS..... 50
 Escrow 50
 FIRPTA - Statement of Qualified Substitute 50
SOUTH CAROLINA..... 51
 DOCUMENTS..... 51
 Escrow 51
 ALTA Commitment 2016 (SC) 51
TEXAS 52
 DOCUMENTS..... 52
 Escrow 52
 Affidavit (Debts Liens and Possession)..... 52
 Affidavit (Non Residential Real Property Survey) 52
 Affidavit (Understanding and Indemnity) 52
 General Notice (COVID-19)..... 52
 Letter (COVID-19)..... 52
 Notice to Agents and Closers (COVID-19)..... 52
 Signing Appointment Notice (COVID-19)..... 52
 Title 53
 Commitment for Title Insurance (T-7) - 2014 (with and without Jacket) 53
REPORTS 54
 Dallas CPF Daily Summary..... 54
 Title Production..... 54
WASHINGTON..... 55



DOCUMENTS..... 55
Escrow 55
ALTA Commitment 2016 (WA-NCS)..... 55
REPORTS 56
Opened/Closed Orders 56
Pre-Listing Task Completed..... 56
WISCONSIN 57
DOCUMENTS..... 57
Escrow 57
Dunn Town Assessment Form 57
First Lien Letters (Company Position)..... 58
LIBERTY TITLE..... 59
CHECKS..... 59
FNF Default Check 59
NOVARE NATIONAL SETTLEMENT SERVICES 60
DOCUMENTS..... 60
Escrow 60
Agreement (Hold Harmless - CA HERO) 60
Recording and Policy Instructions (w/ Notes)..... 60
Exhibit Page - Commitment Legal 61
REPORTS 62
GARC\Guaranty Fee Verification 62
Opened/Closed Order Export..... 62
Orders by Contact (NOV)..... 62
Orders by Note Search 62
Orders by Note Search 62
MYSCREENS 63
Property screens 63
NCS 64
DOCUMENTS..... 64
Escrow 64
IBA Authorization (ATL)..... 64
REPORTS 65
Closed Orders by Rev Op IN 65
Deposit Transfer Summary 65
TECHNICAL NOTES (FOR LOCAL IT/SUPPORT) 66



ALL STATES/SITES

CHECKS

FNF Default Check			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Implementation		604435
Added new option to the FNF default check to use the extended memo of a check in place of the memo.			
Affected item(s): 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)			

[Back to Table of Contents](#)

DOCUMENTS

Escrow

<i>Affidavit (Understanding and Indemnity)</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	FNF Corporate		607272
<p>New document. Render to view complete document. Also, Lender version is now available for "Affidavit (Understanding and Indemnity)" where users will be prompted to select if they want the lender version when rendering the document.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">AFFIDAVIT OF UNDERSTANDING AND INDEMNITY AND HOLD HARMLESS AGREEMENT DUE TO CORONAVIRUS PANDEMIC</p> <p>Date of Closing: April 30, 2020 Order No.: MS CD Test DE-JDK Commitment No.: CommitmentNum111 Borrower(s): Brian T. Buyer and Brenda T. Buyer Seller(s): Stephen T. Seller and Stephanie T. Seller Property: 100 Property Street, Unit 100A, Wilmington, DE 19801</p> <p>In response to the outbreak of the Coronavirus and the declared state of emergency at the national, state and local level, Courts and governmental offices, have been closed or have had access significantly limited. As a result, the processing and recording of deeds and other title documents in some jurisdictions has been, and will be, impacted. Fidelity National Title Insurance Company will continue to insure title for purchasers and lenders for transactions up to One Million And No/100 Dollars (\$1,000,000.00) but not to include construction loans, through the ultimate recording date of the deed, deed of trust or other insured title document, neither Fidelity National Title Insurance Company nor its title agents can provide any estimate as to the date of recordation of such title documents in the land records.</p> <p>NOW THEREFORE, as a result of the aforementioned closures and access restrictions and as an inducement to Chicago Title Insurance Company (hereafter "Title Agent") to conduct settlement and to Fidelity National Title Insurance Company to issue policy or policies of title insurance, the undersigned agree as follows:</p> </div> <p>Affected item(s): SSCORPD5543.doc - Affidavit (Understanding and Indemnity) (New)</p>			

[Back to Table of Contents](#)

<i>E-Sign Consent (fka Remote Online Notarization Consent)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	FNF Corporate		609277
<p>Title of document has been changed from "Remote Online Notarization Consent" to "E-Sign Consent".</p> <p>Affected item(s): E-Sign Consent</p>			

[Back to Table of Contents](#)

General Notice (COVID-19)

New/Mod New	Requested By FNF Corporate	Incident No.	TFS No. 607442
-----------------------	--------------------------------------	---------------------	--------------------------

New document. Render to view complete document.

NOTICE REGARDING SIGNING APPOINTMENTS DURING COVID-19 OUTBREAK
Preventing Exposure to and Spread of Coronavirus (COVID-19)

Chicago Title Insurance Company is committed to doing its part to protect the health and safety of our customers, employees, and communities during the novel coronavirus (COVID-19) outbreak. To that end, we ask that, when possible, only essential parties to the signing attend the signing appointment and that everyone attending a signing appointment adhere to the following guidelines:

Prior to the signing appointment, we ask that everyone attending a signing appointment consider the following questions:

1. Have you or anyone in your household had any cold or flu-like symptoms, such as fever, cough, or shortness of breath, within the last fourteen (14) days?
2. Have you or anyone in your household been in contact with anyone diagnosed with or suspected of having COVID-19 within the last fourteen (14) days?
3. Do you have any reason to believe that you may have been exposed to COVID-19 while you were traveling domestically or internationally within the last fourteen (14) days?
4. Are you at higher risk for serious illness from COVID-19 (for more information visit: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>)?

If the answer is YES to ANY ONE of these questions, please contact [Joseph D Kirby](#) for details about how we can help with the coordination of your closing.

Affected item(s):
SSCORPD5706.doc - General Notice (COVID-19) (New)

[Back to Table of Contents](#)

[Letter \(COVID-19\)](#)

New/Mod New	Requested By FNF Corporate	Incident No.	TFS No. 607442
-----------------------	--------------------------------------	---------------------	--------------------------

New document. Render to view complete document.



1000 Settlement Way, Suite 100
Settlement City, DE 99999
Phone: (800)555-1234 / Fax: (800)555-2466

Linda T. Lawyer
The Buyer Law Firm
1000 Legal Eagle Way, Suite 1001
Anywhere, CA 99999

Date: March 31, 2020
Ref. No.: AttyRefNum111
Title No.: TitleRefNum222
Order No.: MS CD Test DE-JDK
Borrower(s): Brian T. Buyer and Brenda T. Buyer
Seller(s): Stephen T. Seller and Stephanie T. Seller
Property: 100 Property Street, Unit 100A
Wilmington, DE 19801

We are in a rapidly changing environment as a result of COVID-19, and the impacts on our national and local communities are changing hourly, including the closing of some local government recording offices. At this time, the majority of these offices appear to be functioning, or are only closed to the public, so that documents continue to be recorded, and online records remain searchable and up-to-date. However, that is not true in all cases. As a result, the [Chicago Title Insurance Company](#) family of title insurance underwriters is providing local managers with authority, where appropriate, to issue policies providing coverage during the gap created by recording or posting delays created by government office closures.

We are closely monitoring this pandemic situation, and you are encouraged to contact our office with any concerns or questions related to your transactions.

Affected item(s):
SSCORPD5709.doc - Letter (COVID-19) (New)

[Back to Table of Contents](#)

Notice to Agents and Closers (COVID-19)			
New/Mod New	Requested By FNF Corporate	Incident No.	TFS No. 607442
New document. Render to view complete document.			
<p>IMPORTANT NOTICE TO SIGNING AGENTS AND CLOSERS: Preventing Exposure to and Spread of Coronavirus (COVID-19)</p> <p>Chicago Title Insurance Company is committed to doing its part to protect the health and safety of our customers, employees, and independent signing agents during the novel coronavirus (COVID-19) outbreak. To that end, we are asking signing agents and closers to adhere to the following guidelines:</p> <p>Do NOT accept or conduct a signing appointment if:</p> <ul style="list-style-type: none"> You or anyone in your household are currently experiencing any cold or flu-like symptoms, such as fever, cough, or shortness of breath, or have experienced such symptoms within the last fourteen (14) days; You or a member of your household have been in contact with anyone who has tested positive or is suspected of having COVID-19 in the last fourteen (14) days; You have any reason to believe that you may have been exposed to COVID-19 while you were traveling domestically or internationally within the last fourteen (14) days; <p>OR</p> <ul style="list-style-type: none"> You are at higher risk for serious illness from COVID-19 (for more information visit: https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html). <p>If you have already accepted a signing appointment and one of the preceding risk statements is true or becomes true at any point prior to the signing appointment, contact Joseph D Kirby immediately to have the signing appointment reassigned to another signing agent.</p> <p>If at any point you have any questions or concerns about the signing appointment, including concerns that arise upon arrival to the signing appointment, contact Joseph D Kirby immediately to discuss your concerns. Joseph D Kirby will then notify the lender of any changes to the Signing Appointment.</p> <p>When conducting a signing appointment, use good hygiene and take preventative measures to protect yourself and protect others. We recommend that you:</p>			
<p>Affected item(s): SSCORPD5708.doc - Notice to Agents and Closers (COVID-19) (New)</p>			

[Back to Table of Contents](#)

Privacy Statement			
New/Mod Change	Requested By	Incident No.	TFS No. 610770
Updated per Corporate Compliance and Regulatory Counsel.			
<p>Affected item(s): Master Commitment with Privacy Notice Privacy Statement</p>			

[Back to Table of Contents](#)



Remote Online Notarization Consent

New/Mod New	Requested By Settlement	Incident No.	TFS No. 608712
-----------------------	-----------------------------------	---------------------	--------------------------

New document. Render to view complete document.

**CONSENT TO USE OF ELECTRONIC DOCUMENTS, ELECTRONIC SIGNATURES
AND ONLINE NOTARIZATION DUE TO THE COVID-19 EMERGENCY**

Date: March 30, 2020
Order No.: JM CD Test-SLM
Seller(s): Samuel S. Seller and Samantha S. Seller
Borrower(s): Bryan B. Buyer and Brenda B. Buyer
Property: 1111 Property Avenue, Prop City, NY 55555

To alleviate concerns related to the coronavirus pandemic, the Fidelity National Financial family of companies (collectively, "FNF") is offering the option to utilize electronic document signing and remote online notarization. This service is designed to comply with the Electronic Signatures in Global and National Commerce Act ("the E-SIGN Act") and applicable state electronic transactions acts.

By signing below, you are expressly consenting to conduct your real estate transaction using Electronic Signatures and hereby request an online notary public to conduct the signing ceremony for any documents necessary to consummate the above referenced real estate transaction. You understand that your Electronic Signature and initials on a document or form are just as valid and legally binding as your pen and ink signature and initials.

Affected item(s):
SSCORPD5691.doc - Remote Online Notarization Consent (New)

[Back to Table of Contents](#)

Signing Appointment Notice (COVID-19)			
New/Mod	Requested By	Incident No.	TFS No.
New	FNF Corporate		607442
New document. Render to view complete document.			
<p>YOUR UPCOMING SIGNING APPOINTMENT Appointment Confirmation and Important Considerations</p> <p>Congratulations on your upcoming real estate document signing. We look forward to helping you through the final stages of your transaction and appreciate the opportunity to serve you.</p> <p>Your signing appointment has been tentatively scheduled for:</p> <p>Date: _____</p> <p>Time: _____</p> <p>Location: _____</p> <p>The health and safety of our customers and associates is of utmost importance to all of us here at Chicago Title Insurance Company, and especially now due to the novel coronavirus (COVID-19) outbreak. Prior to confirming your appointment, review the following questions for anyone attending your signing appointment:</p> <ol style="list-style-type: none"> 1. Have you or anyone in your household had any cold or flu-like symptoms, such as fever, cough, or shortness of breath, within the last fourteen (14) days? 2. Have you or anyone in your household been in contact with anyone diagnosed with or suspected of having COVID-19 within the last fourteen (14) days? 3. Do you have any reason to believe that you may have been exposed to COVID-19 while you were traveling domestically or internationally within the last fourteen (14) days? 4. Are you at higher risk for serious illness from COVID-19 (for more information visit: https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html)? <p>If the answer is NO to ALL four questions, confirm your appointment by calling Joseph D Kirby, (888)111-1234 or emailing us at JKirby@notreal.com.</p>			
<p>Affected item(s): SSCORPD5707.doc - Signing Appointment Notice (COVID-19) (New)</p>			

[Back to Table of Contents](#)

Signing Appointment Notice (COVID-19)			
New/Mod	Requested By	Incident No.	TFS No.
Change	FNF Documents		609321
Added logic to pull the settlement date, time and location to the form. If these fields are left empty, a blank line will continue to render to the document.			
<p>Affected item(s): Signing Appointment Notice (COVID-19)</p>			

[Back to Table of Contents](#)

Wire Fraud Checklists			
New/Mod	Requested By	Incident No.	TFS No.
Change	Cook County		605064
Updated Wire Fraud Checklist with approved changes			
<p>Affected item(s): Wire Fraud Checklist Wire Fraud Checklist (Prompt)</p>			

[Back to Table of Contents](#)



REPORTS

Disbursements by Payee			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Support\Liberty Title		605304
1. Adding the closed date of the order as a column on the Excel-All export version of the report. 2. Adding option to only show Liable items. 3. Adding option to search Lender names.			
Affected item(s): Disbursements by Payee			

[Back to Table of Contents](#)

Marketing Source Activity			
New/Mod Change	Requested By	Incident No.	TFS No.
	LT NV Ops		604735
Add new option to only show marketing sources who have opened orders greater than or equal to the amount filled in the parameter.			
Affected item(s): Marketing Source Activity			

[Back to Table of Contents](#)

Order Tasks			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Config\FT WI		607788
1. Added an option to run the report by Commercial and/or Residential 2. Updated totals to show group totals for group 2 next to the group like group 1 does currently.			
Affected item(s): Order Tasks			

[Back to Table of Contents](#)

Orders by Note Search			
New/Mod Change	Requested By	Incident No.	TFS No.
	Blair Conley		604850
Added the order status as a column on the excel export.			
Affected item(s): Orders by Note Search			

[Back to Table of Contents](#)

Outstanding Document Recordings			
New/Mod	Requested By	Incident No.	TFS No.
New	FNF Divisional Management		608232
New report to show closed orders with all property information, legal descriptions and details on items to be recorded such as Deeds, Mortgages, Deeds of Trust and Assignments.			
Affected item(s): SSCORP5425.rpt - Outstanding Document Recordings (New)			

[Back to Table of Contents](#)



Outstanding Recording Fees			
New/Mod	Requested By	Incident No.	TFS No.
New	FNF Divisional Management		608231
New report to show all recording fees and transfer tax on orders closed.			
Affected item(s): SSCORP5426.rpt - Outstanding Recording Fees (New)			

[Back to Table of Contents](#)

SPAdmin Document/Report by Trees			
New/Mod	Requested By	Incident No.	TFS No.
Change	FNF Config		605932
Added in an option to show inactive documents.			
Affected item(s): SSCORP5029.rpt – SPAdmin Documents/Reports by Tree			

[Back to Table of Contents](#)

ARIZONA

DOCUMENTS

Escrow

[Agreement \(Special Indemnity\)](#)

New/Mod New	Requested By CT AZ	Incident No.	TFS No. 607484
-----------------------	------------------------------	---------------------	--------------------------

New document. Render to view complete document.

 <p>Company Name</p>	<p>CHICAGO TITLE INSURANCE COMPANY SPECIAL INDEMNITY AGREEMENT</p>
<p>Date: April 10, 2020 Order No.: JMoe CD Test-JDK Borrower(s): Bryan B. Buyer, Brenda Buyer and Buying Corp Seller(s): Selling Trust Property: 1111 Property Avenue, Suite 100, City, NM 55555</p>	
<p>THIS INDEMNITY AGREEMENT (hereinafter referred to as this "Agreement") is executed this 10th day of April, 2020, by Indemnitor Name (hereinafter referred to as "INDEMNITOR") for the benefit of THE ABOVE TITLE INSURANCE COMPANY, a corporation (hereinafter referred to as "COMPANY").</p> <ol style="list-style-type: none"> This Agreement covers any part, parcel, or subdivision of the real property (hereinafter referred to as the "Real Property") in the County of County, State of New Mexico, described as follows: <p style="text-align: center;">SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF</p> INDEMNITOR has requested the COMPANY to issue its policy(s) of title insurance insuring an interest in the Real Property without taking exception to the following matters: 	

Affected item(s):

AZD1250.doc - Agreement (Special Indemnity) (New)

[Back to Table of Contents](#)

ARKANSAS

DOCUMENTS

Indemnity and Undertaking Agreement (GAP)			
New/Mod New	Requested By Melody Oliver (State Counsel)	Incident No.	TFS No. 610638
New document. Render to view complete document.			
<div data-bbox="219 487 1404 1102" data-label="Complex-Block">  <p>Company Name</p> <p style="text-align: right;">INDEMNITY AND UNDERTAKING AGREEMENT (GAP)</p> <p>Order No.: JMoe CD TestJJF Property: 1111 Property Avenue, Suite 100, City, NM 55555</p> <p>WHEREAS, that Fidelity National Title Insurance Company, Commonwealth Land Title Insurance Company or Chicago Title Insurance Company ("Issuing Company" or "Company") is about to issue its title insurance policy or policies or commitments therefor in respect to the land described in Commitment/Policy No. COM111111 in favor of Lender Two, its successors and/or assigns, all hereinafter referred to as the "Title Insurance Policy";</p> <p>AND WHEREAS, the Company has raised as title exceptions on the Title Insurance Commitment certain defects or other matters, hereinafter referred to as the "Exception", more particularly described as follows:</p> <p style="padding-left: 40px;">Defects, liens, encumbrances, adverse claims or other matters created, first appearing in the public records or attaching subsequent to the Effective Date of the above-referenced Title Insurance Commitment but prior to recording the deed, mortgage or other instruments under which the Proposed Insured acquires the estate or interest covered by the Title Insurance Commitment.</p> </div>			
Affected item(s): ARD1013.doc - Indemnity and Undertaking Agreement (GAP) (New)			

[Back to Table of Contents](#)

CALIFORNIA

DOCUMENTS

Escrow

<i>Cashier's Check Request</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Escrow Admin		608657
Adjusted formatting, added "cashier's" in front of the words "check", adjusted language for 2nd payment checkbox. Adjusted to pull shortened bank name for CTSD operations only.			
Affected item(s): Cashier's Check Request			

[Back to Table of Contents](#)

<i>Demand for Release of Lien Government</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	Escrow Admin		608558

New document. Render to view complete document.



100 Escrow Office Street
EO City, CA 54545
Phone: (800)777-4444 / Fax: (800)444-7777

Govt Name
100 Main Govt Address, Ste. 5
Govt City, CA 44444

Phone: (888)888-8888 Fax: (888)999-9999

Date: March 31, 2020
Escrow No.: JM CD Test-JDK
Borrower(s): Bryan B. Buyer and Brenda B. Buyer
Seller(s): Samuel S. Seller and Samantha S. Seller
Property: 1111 Property Avenue
Prop City, CA 55555

An escrow has been opened with this company concerning the above named person(s). We are advised that you hold a lien which is to be paid in full through this escrow. **We are scheduled to pay off this lien, subject to the close of our escrow, approximately on: April 10, 2020.**

Please forward your demand for payment in full and include release(s) of lien for recordation in our escrow regarding the below described lien:

Taxpayer: **Samuel S. Seller and Samantha S. Seller**
 Account No.: _____
 Certificate No.: _____
 Amount: \$ _____
 Recorded: **September 4, 2017**

Your immediate attention to this matter is sincerely appreciated.

Affected item(s):
SCA0002898.doc - Demand for Release of Lien Government (New)

[Back to Table of Contents](#)

<i>Grant Deeds</i>			
New/Mod Change	Requested By	Incident No.	TFS No.
	CT SoCal		610181
Added "PROPERTY COMMONLY KNOWN AS" to the face of the Grant Deeds.			
<p>the following described real property in the City of Prop City, County of County Name, State of California:</p> <p>SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF</p> <p>PROPERTY COMMONLY KNOWN AS: 1111 Property Avenue, Prop City, CA 55555</p> <p>Dated: April 8, 2020</p>			
<p>Affected item(s): Grant Deed Grant Deed (HGG) Grant Deed (Sunrise Village) Grant Deed CP Grant Deed In and Out of Trust w/PCOR Grant Deed In and Out of Trust w/PCOR - SAC Grant Deed Other Party SC Grant Deed Out of/In to Trust Grant Deed w/ PCOR Grant Deed w/ PCOR - SAC</p>			

[Back to Table of Contents](#)

<i>Letter (A.I.R. Timeline)</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	Escrow Admin		608648
New document. Render to view complete document.			
<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: right;"> <p>100 Escrow Office Street EO City, CA 54545 Phone: (800)777-4444 / Fax: (800)444-7777</p> <p>TIMELINE LETTER</p> </div> </div> <p>Date: March 31, 2020 Order No.: JM CD Test-JDK Escrow Officer: Joseph D Kirby Buyer(s): Bryan B. Buyer and Brenda B. Buyer Seller(s): Samuel S. Seller and Samantha S. Seller Property: 1111 Property Avenue, Prop City, CA 55555</p> <p>Thank you for choosing Escrow Office Name to close this transaction for you. I have reviewed the STANDARD OFFER, AGREEMENT AND ESCROW INSTRUCTIONS FOR PURCHASE OF REAL ESTATE dated March 31, 2020 and have prepared the transaction timeline and clarifications indicated below.</p> <p>Please review the clarifications and timeline and advise/provide any corrections to the date calculations.</p> <p>The following represents the projected timeline on this transaction, and is subject to change throughout the course of this escrow, based upon the occurrence of certain events as may be set forth in the Agreement.</p>			
<p>Affected item(s): SCA0002899.doc - Letter (A.I.R. Timeline) (New)</p>			

[Back to Table of Contents](#)

[Affidavit \(Owner's/Individual - Borrower - COVID-19\) \(New\)](#)
[Affidavit \(Owner's/Individual - COVID-19\) \(New\)](#)

New/Mod New	Requested By CA State Counsel	Incident No.	TFS No. 609363
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

OWNER'S AFFIDAVIT
(continued)

The undersigned further agrees to indemnify **Chicago Title Insurance Company** against any loss occasioned by the existence of any of the matters listed above which are known to the undersigned and not disclosed by this Affidavit and any cost, expense or liability, including attorney fees, arising from the enforcement of this indemnification.

The undersigned hereby signs this Affidavit under the penalty of perjury.

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

Bryan B. Buyer

Brenda Buyer

Affected item(s):
 SCA0002849.doc - Affidavit (Owner's/Individual - Borrower - COVID-19) (New)
 SCA0002849.doc - Affidavit (Owner's/Individual - COVID-19) (New)

[Back to Table of Contents](#)

[Affidavit \(Owner's/Organization - Borrower - COVID-19\) \(New\)](#)
[Affidavit \(Owner's/Organization - COVID-19\) \(New\)](#)

New/Mod New	Requested By CA State Counsel	Incident No.	TFS No. 609363
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

OWNER'S AFFIDAVIT
(continued)

The undersigned further agrees to indemnify **Chicago Title Insurance Company** against any loss occasioned by the existence of any of the matters listed above which are known to the undersigned and not disclosed by this Affidavit and any cost, expense or liability, including attorney fees, arising from the enforcement of this indemnification.

The undersigned hereby signs this Affidavit under penalty of perjury.

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

Selling Trust

BY: _____

Affected item(s):
 SCA0002880.doc - Affidavit (Owner's/Organization - Borrower - COVID-19) (New)
 SCA0002880.doc - Affidavit (Owner's/Organization - COVID-19) (New)

[Back to Table of Contents](#)

[Affidavit \(ALTA Home - COVID-19\) \(New\)](#)
[Keller Williams Homeowners Affidavit - COVID-19 \(New\)](#)

New/Mod New	Requested By CA State Counsel	Incident No.	TFS No. 609363
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

13. The affiants indemnify and hold [Chicago Title Insurance Company](#) harmless from any loss, liability, costs, expenses, including attorneys' fees, that [Chicago Title Insurance Company](#) may suffer from errors on incorrect statements in these representations, actually known to the affiant(s), upon which [Chicago Title Insurance Company](#) relies to issue the buyers an ALTA Homeowners Policy of Title Insurance for a one-to-four family residence.

The undersigned hereby signs this Affidavit under penalty of perjury.

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

[Selling Trust](#)

BY: _____

Affidavit (ALTA Home - COVID-19)
SCA0002881.doc / Updated: 04.02.20

Page 1

Printed: 04.02.20 @ 03:01 PM by
AZ-■■■■-JMoe CD Test

Affected item(s):
 SCA0002881.doc - Affidavit (ALTA Home - COVID-19) (New)
 SCA0002881.doc - Keller Williams Homeowners Affidavit - COVID-19 (New)

[Back to Table of Contents](#)

[Privacy Statement, documents containing](#)

New/Mod Change	Requested By Corporate Compliance and Regulatory Counsel	Incident No.	TFS No. 610936
--------------------------	--	---------------------	--------------------------

Updated per Corporate Compliance and Regulatory Counsel.

Affected item(s):
 Privacy Statement

[Back to Table of Contents](#)



Coporate Transaction Form			
New/Mod Change	Requested By SoCal Escrow Admin	Incident No.	TFS No. 609636
Adding Transaction Form to Document Tree second time to show title as "Accounting Transaction Forms (Receipt, Check, Wire, Ledger)"			
Affected item(s): Transaction Form			

[Back to Table of Contents](#)



REPORTS

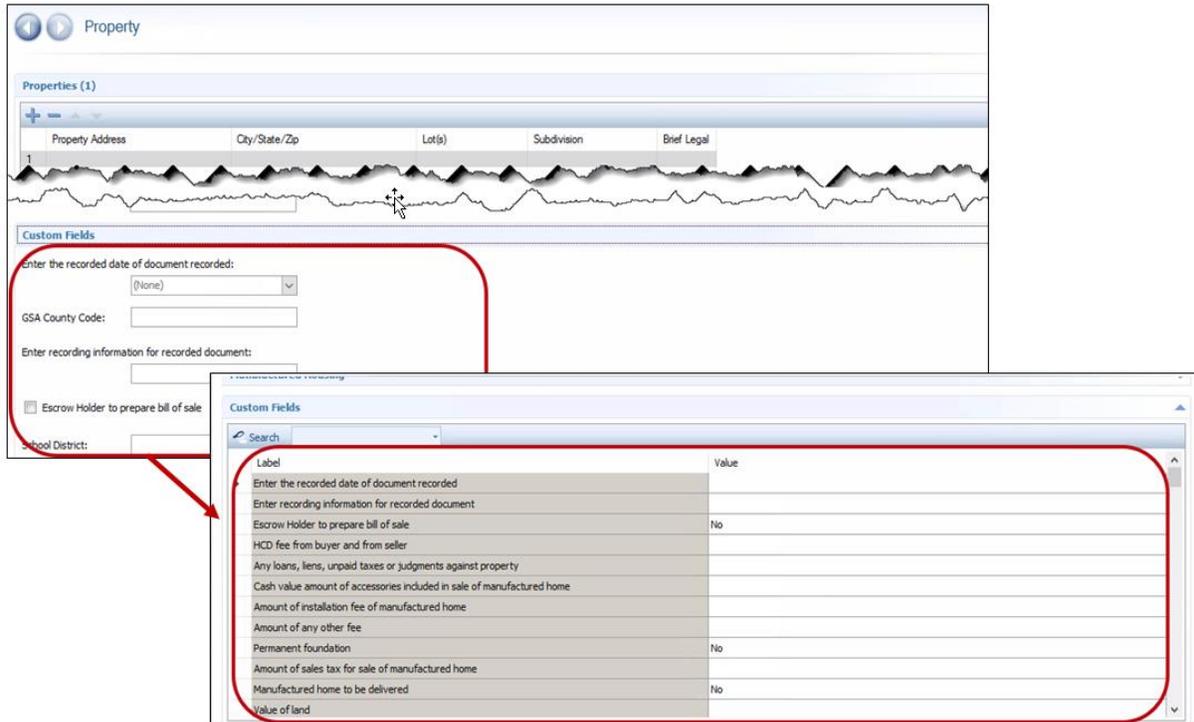
FNT San Mateo Revenue Update			
New/Mod Change	Requested By FT San Mateo Ops	Incident No.	TFS No. 608758
Updating Escrow Revenue for FNT San Mateo to include EAW bill code in Escrow Fees. This change will show on all reports that show escrow revenue, such as Orders by {Selection} or Opened/Closed Orders by {Selection}			

[Back to Table of Contents](#)

My Screens

<i>Property Screen</i>				
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod				

The Property screen Custom Fields format is updated to show in a grid format. This change is visible when any of the My Screens selections screens are selected.





COLORADO

DOCUMENTS

Draw Statement			
New/Mod New	Requested By FNF Implementation	Incident No.	TFS No. 469162
New draw statement for CO construction disbursement operations that will show the transactions for each draw shown.			
Affected item(s): Draw Statement			

[Back to Table of Contents](#)

Draw Summary			
New/Mod New	Requested By FNF Implementation	Incident No.	TFS No. 605887
New Draw Summary for CO Construction Ops.			
Affected item(s): Draw Summary			

[Back to Table of Contents](#)

DELAWARE

DOCUMENTS

Title

Agreement (Indemnity and Undertaking - GAP)			
New/Mod New	Requested By Jennifer Gaytan, DE State Underwriter	Incident No.	TFS No. 607286

New document. Render to view complete document.

 <p>Fidelity National Title[®] Insurance Company</p>	<p>INDEMNITY AND UNDERTAKING AGREEMENT (GAP)</p>
<p>Date: March 31, 2020 Title No.: MS CD Test DE-SLM Seller(s): Stephen T. Seller and Stephanie T. Seller Borrower(s): Brian T. Buyer and Brenda T. Buyer Property: 100 Property Street, Unit 100A, Wilmington, DE 19801</p>	
<p>WHEREAS, Fidelity National Title Group by one if its subsidiaries, Chicago Title Insurance Company, Commonwealth Land Title Insurance Company or Fidelity National Title Insurance Company (hereinafter "Issuing Company" or "Company") is about to issue its title insurance policy or policies or commitments therefor in respect to the Land described in Commitment/Policy No. CommitmentNum111 in favor of Brian T. Buyer and Brenda T. Buyer, its successors and/or assigns, all hereinafter referred to as the "Title Insurance Policy";</p> <p>AND WHEREAS, the Company has raised as title exceptions on the Title Insurance Commitment certain defects or other matters, hereinafter referred to as the "Exception", more particularly described as follows:</p> <p style="padding-left: 40px;">Defects, liens, encumbrances, adverse claims or other matters created, first appearing in the public records or attaching subsequent to the Effective Date of the above referenced Title Insurance Commitment but prior to recording the deed, mortgage or other instruments under which the Proposed Insured acquires the estate or interest covered by the Title Insurance Commitment.</p> <p>AND WHEREAS, the Company has been asked to issue the Title Insurance Policy either without mention of the Exception or insuring against loss or damage by reason thereof;</p>	

Affected item(s):
DED1004.doc - Agreement (Indemnity and Undertaking - GAP) (New)

[Back to Table of Contents](#)



DISTRICT OF COLUMBIA

DOCUMENTS

Title

ALTA 25-06 - Same as Survey - CT BALTIMORE			
ALTA 25.1-06 - Same as Portion of Survey - CT BALTIMORE			
New/Mod Change	Requested By DC CT-Baltimore	Incident No.	TFS No. 608724
CT BALTIMORE: When proforma, the 'last revised' date language will appear with a blank line when the last revised date is not filled in. (This will still drop off if non-proforma and the last revised date is not filled in.)			

[Back to Table of Contents](#)

FLORIDA

DOCUMENTS

Escrow

Affidavit (Indemnity and Undertaking)

New/Mod New	Requested By FL State Counsel	Incident No.	TFS No. 608241
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

**GAP UNDERTAKING AND INDEMNITY
REGARDING CORONAVIRUS PANDEMIC
RECORDING DELAYS (SELLER)**

Order No.: JMoe CD Test
Settlement Agent: ESCROW CO

Transaction Information:
Property: 1111 Property Avenue, Suite 100, City, NM 55555
Buyer/Borrower: Bryan B. Buyer, Brenda Buyer and Buying Corp
Seller: Selling Trust
Lender: Loans Unlimited

Rush order
 Exclude order from IRS submission
 Auto-publish to SoftPro Live
 SoftPro Live template:

Transaction type

Purchase

Refinance

Equity

Other

Commercial

Construction

Cash sale

Out of county

Order type:

Product type:

Policy type:

DISCLOSURE

In connection with the real estate transaction referenced above, Seller has been informed by the Settlement Agent and Chicago Title Insurance Company ("Company") of the following circumstances:

A. In response to the coronavirus pandemic, the recorder's office for the county in which the Property is located has closed or significantly reduced services or may do so prior to recordation of the deed and other

**GAP UNDERTAKING AND INDEMNITY
REGARDING CORONAVIRUS PANDEMIC
RECORDING DELAYS (BUYER/BORROWER)**

Order No.: JMoe CD Test
Settlement Agent: ESCROW CO

Transaction Information:
Property: 1111 Property Avenue, Suite 100, City, NM 55555
Buyer/Borrower: Bryan B. Buyer, Brenda Buyer and Buying Corp
Lender: Loans Unlimited

Rush order
 Exclude order from IRS submission
 Auto-publish to SoftPro Live
 SoftPro Live template:

Transaction type

Purchase

Refinance

Equity

Other

Commercial

Construction

Cash sale

Out of county

Order type:

Product type:

Policy type:

DISCLOSURE

In connection with the real estate transaction referenced above, Buyer/Borrower has been informed by the Settlement Agent and Chicago Title Insurance Company ("Company") of the following circumstances:

Affected item(s):
FLD1304.doc - Affidavit (Indemnity and Undertaking) (New)

[Back to Table of Contents](#)

Notice of Termination with Contractor's Affidavit

New/Mod Change	Requested By Stacey Barker	Incident No. Stacey Barker	TFS No. 605915
--------------------------	--------------------------------------	--------------------------------------	--------------------------

Revised functionality to enable a unique set of prompts for any Contractor selected.

Affected item(s):
Affidavit (Contractor's Final Payment)
Notice of Termination with Contractor's Affidavit

[Back to Table of Contents](#)



HAWAII

DOCUMENTS

Escrow

EI - Sale (EIS)			
New/Mod Change	Requested By FT HI	Incident No.	TFS No. 609481
Added a comma after 'Contract': "...provided in the Contract, these instructions..."			
Affected item(s): EI - Sale (EIS)			

[Back to Table of Contents](#)

ILLINOIS

DOCUMENTS

Escrow

ALTA Commitment 2016 with Privacy Notice (IL)			
New/Mod Change	Requested By	Incident No.	TFS No. 610781
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 with Privacy Notice (IL)			

[Back to Table of Contents](#)

Indemnity and Undertaking Agreement - COVID-19			
New/Mod New	Requested By IL State Counsel	Incident No.	TFS No. 607791

New document. Render to view complete document.



Company Name

INDEMNITY AND UNDERTAKING
AGREEMENT (COVID-19 GAP)

Title No.: [JM CD Test-SLM](#)
Property: [1111 Property Avenue, Prop City, IL 55555](#)

WHEREAS, [Underwriter Name](#) ("Issuing Company" or "Company") is about to issue its title insurance policy or policies or commitments therefor in respect to the land described in Commitment/Policy No. [COM111111](#), all hereinafter referred to as the "Title Insurance Policy";

AND WHEREAS, in response to the outbreak of the Coronavirus and the declared state of emergency at the national, state and local level, Courts and governmental offices have been closed or have had significantly limited access. As a result, the processing and recording of deeds and other title documents in some jurisdictions has been, and will be, impacted. [Underwriter Name](#) will continue to insure title for purchasers and for lenders through the ultimate recording date of the deed, mortgage, or other insured title document. Neither [Underwriter Name](#) nor its title agents can provide any estimate as to the date of recordation of such title documents in the land records.

Affected item(s):

ILD0532.doc - Indemnity and Undertaking Agreement - COVID-19 (New)

[Back to Table of Contents](#)

INDIANA

DOCUMENTS

Escrow

<i>Agreement (Earnest Money)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Amy Schumann		608099
<p>For CT\FGPM profiles only: Added additional sentence to paragraph #2.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>2. The Earnest Money shall be paid to Seller and credited on behalf of the Purchaser against the purchase price at closing unless Title Company receives a joint written direction executed by Seller and Purchaser or their respective legal representatives authorizing Title Company to otherwise disburse or apply the Earnest Money. In the event the Earnest Money received is in conjunction to a Contingent (Backup) offer, Title Company will release the funds upon request once proof has been received that the original contact has closed.</p> </div> <p>Affected item(s): Agreement (Earnest Money)</p>			

[Back to Table of Contents](#)

<i>ALTA Commitment 2016 with Privacy Notice (IN)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change			610784
<p>Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.</p> <p>Affected item(s): ALTA Commitment 2016 with Privacy Notice (IN)</p>			

[Back to Table of Contents](#)

Consent for Electronic Docs

New/Mod Change	Requested By IN FGPM	Incident No.	TFS No. 606254
-----------------------	--------------------------------	---------------------	--------------------------

For CT\FGPM profiles only:
Revised to pull in buyer/seller contact information if it exists in the order.

Project name:	Project Name Here
Email subject line:	Order JMoe CD Test Buyer/Buying Corp/Selling Trust
Ownership profile:	Default\Indiana\CT\FGPM\021 Emerson Ave

CONSENT FOR USE OF ELECTRONIC DOCUMENTS
(continued)

If applicable, specific property: 1111 Property Avenue, Prop City, NY 55555

OUR CONTACT INFORMATION:

Title Insurance Agent: Escrow Office Name ServiceLink
Mailing Address: 100 Escrow Office Street, EO City, CO 54545
Email Address: JKirby@notreal.com

YOUR CONFIRMATION OF CONSENT:

I agree to the above terms.
IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Samuel S. Seller Date

Samantha S. Seller Date

Phone: 222-222-2222
Email: samuelseller@sellingtestemail_email

CONSENT FOR USE OF ELECTRONIC DOCUMENTS
(continued)

If applicable, specific property: 1111 Property Avenue, Prop City, NY 55555

OUR CONTACT INFORMATION:

Title Insurance Agent: Escrow Office Name ServiceLink
Mailing Address: 100 Escrow Office Street, EO City, CO 54545
Email Address: JKirby@notreal.com

YOUR CONFIRMATION OF CONSENT:

I agree to the above terms.
IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Bryan B. Buyer Date

Brenda B. Buyer Date

Phone: 555-555-5555
Email: BuyerEmail@email.com

Affected item(s):
Consent For Use of Electronic Documents
Consent For Use of Electronic Documents - Joint

[Back to Table of Contents](#)

Essential Business Letter

New/Mod New	Requested By IN	Incident No.	TFS No. 611026
-----------------------	---------------------------	---------------------	--------------------------

New document. Render to view complete document.



Company Name

**NOTICE TO LAW ENFORCEMENT AND
OTHER PARTIES REGARDING
INDIANA EXECUTIVE ORDER NO. 20-08**

April 24, 2020

To Whom It May Concern:

The bearer of this letter has a closing scheduled today at Fidelity National Title. Pursuant to Governor Eric J. Holcomb's Executive Order 20-08, dated March 23, 2020, real estate services are an essential Business and Operation. As such, the bearer of this letter is authorized to travel to and from, and to access the Company's premises for the purpose of a real estate closing.

Fidelity National Title and the bearer of this letter recognize the importance of and will continue to comply with all social distancing or other similar requirements. Please feel free to contact the Operations Manager listed below with any questions. Thank you.

James Taylor
VP/Northwest Indiana Operations Manager
11364 Broadway
Crown Point, IN 46307
Fidelity National Title
(219)661-6900 (office)
(708)670-5722 (cell)

Affected item(s):
IND1326.doc - Letter (Essential Business) (New)

[Back to Table of Contents](#)



KANSAS

DOCUMENTS

ALTA Commitment 2016 (KS MO NE)			
New/Mod Change	Requested By FNF Corporate	Incident No.	TFS No. 610786
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 (KS MO NE)			

[Back to Table of Contents](#)

MARYLAND

DOCUMENTS

MD Income Tax Withholding			
New/Mod Change	Requested By Liberty Title	Incident No.	TFS No. 606220
Updated to 2020 version			
<div style="display: flex; justify-content: space-between; align-items: center;"> <div> <p>Form MW506NRS</p> <p>Maryland Return of Income Tax Withholding for Nonresident Sale of Real Property</p> </div> <div style="background-color: yellow; padding: 2px 5px; font-weight: bold;">2020</div> </div>			
<p>• ATTACH CHECK OR MONEY ORDER AND FILE WITH THE CLERK OF THE CIRCUIT COURT •</p>	<p>1. Description and address of property transferred (include property account ID number)</p> <p>This is my Escrow Brief Legal 1111 Property Avenue, Suite 100, City, NM 55555 1111APN, 2222APN and 3333APN</p> <p>2. Date of transfer December 3, 2019</p> <p>3. Check box if the transferor/seller is reporting gain under the Installment method <input type="checkbox"/></p> <p>4. Transferor/Seller's identification no. (SSN or FEIN) (Enter only one number)</p> <p>5. Spouse's SSN</p> <p>6. Transferor/Seller's name (Enter only one name, unless spouses are filing a joint return. If more than one transferor/seller, use separate forms for each)</p> <p>Selling Trust Street Address 1111 Property Avenue, Suite 100 City, State and ZIP code + 4 City, NM 55555</p>	<p>7. Transferor/Seller is:</p> <p><input type="checkbox"/> An Individual/Estate/Trust <input type="checkbox"/> A Partnership <input type="checkbox"/> A Corporation <input type="checkbox"/> An S Corporation <input type="checkbox"/> A Business Trust <input type="checkbox"/> A Limited Liability Company</p> <p>8. Computation of Total Payment and Tax to be Withheld (See Instructions)</p> <p>a. Total sales price \$25.00</p> <p>b. Less selling expenses _____</p> <p>c. Net sales price _____</p> <p>d. Less debts secured by mortgages or other liens on the property _____</p> <p>e. Total payment _____</p> <p>f. Transferor/Seller's ownership percentage _____</p> <p>g. Transferor/Seller's share of total payment _____</p> <p>h. Enter h(1) or h(2) whichever applies (1) If a business entity - 8.25% } _____ (2) If an individual/estate/trust - 8.0% }</p> <p>i. Maryland Income Tax withheld (Multiply Line g by Line h) (if certificate of partial exemption granted, enter amount from Line 3 of the Form MW506E) \$ <input style="width: 50px;" type="text"/></p>	
<p>Under penalties of perjury, I declare that I have examined this return and to the best of my knowledge and belief, it is true, correct and complete. If prepared by a person other than the transferor/seller, the declaration is based on all information to which the preparer has any knowledge.</p>		<p>Preparer's Name _____</p> <p>Preparer's Phone Number _____</p>	
<p>Signature _____ Date _____</p> <p>COM/RAD-308 20-49</p>		<p>Copy A - For Comptroller of Maryland, Revenue Administration Division. (File with Clerk of the Circuit Court)</p>	
<p>INSTRUCTIONS FOR RETURN OF INCOME TAX WITHHOLDING FOR NONRESIDENT SALE OF REAL PROPERTY</p> <p>(FORM MW506NRS)</p>			

Affected item(s):
MD Income Tax Withholding

[Back to Table of Contents](#)



MICHIGAN

DOCUMENTS

Escrow

<i>Construction Personal Undertaking</i>			
New/Mod Change	Requested By CT MI	Incident No.	TFS No. 608561
Added buyer/borrower signatures and acknowledgments.			
Affected item(s): Construction Personal Undertaking			

[Back to Table of Contents](#)

Proof of Identity Certification - U.S. Patriot Act			
New/Mod Change	Requested By Tricia Gallagher - FNT MI	Incident No.	TFS No. 610672
Revised to correct the Escrow Office reference and added highlighted text.			
<div style="border: 1px solid black; padding: 10px;"> <div style="display: flex; justify-content: space-between; align-items: center;">  <div style="font-size: 24px; font-weight: bold;">Company Name</div> </div> <div style="text-align: right; margin-top: 10px;"> PROOF OF IDENTITY CERTIFICATION U.S. PATRIOT ACT </div> <p style="margin-top: 20px;">File No.: JMoe CD Test -JDK Property: 1111 Property Avenue, Suite 100, City, NM 55555</p> <p>To assist the government in fighting the funding of terrorist activities and money laundering activities, Federal law requires all financial institutions obtain, verify, and record information that identifies each person involved in a real estate transaction. To comply with Sections 326 and 352 of the U.S. Patriot Act, Escrow Co Title Guaranty requires that buyers, sellers, and borrowers complete the information below and provide proof to the closing agent or settlement officer at or prior to closing.</p> <p style="background-color: yellow; padding: 5px;">I hereby certify that I have examined the driver's license for the following named individuals and the information contained on the driver's license is set forth above:</p> <p>Verified By: _____</p> <p>Title: _____</p> <p>Settlement Agent Signature: _____</p> </div>			
Affected item(s):			
Proof of Identity Certification - U.S. Patriot Act			

[Back to Table of Contents](#)



MISSOURI

DOCUMENTS

Escrow

Affidavit (Commercial Owners)

New/Mod New	Requested By MO State Counsel	Incident No.	TFS No. 608037
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

OWNER'S AFFIDAVIT	
STATE OF _____	File No.: JM CD Test-SLM
COUNTY OF _____	Seller/Owner Name: Samuel S. Seller and Samantha S. Seller
	Property: 1111 Property Avenue, Prop City, MO 55555
<p>The undersigned, being duly sworn according to law, deposes and says:</p> <ol style="list-style-type: none"> 1. The undersigned is the owner ("The Owner") of all that certain property described in Underwriter Name's commitment for title insurance no. COM111111 ("The Property"). 2. That the undersigned has the ability to execute all instruments necessary to mortgage or convey the Property. 3. As Owner, I/we have personal familiarity with the management and operation of the Property, including the existence of any tenancies, leases, parties in possession and other occupancies, and payment of taxes and assessments in connection herewith. 4. The Owner's enjoyment of the Property has been peaceful and undisturbed and the title to the Property has never been disputed or questioned to my knowledge, nor do I/we know of any facts by reason of which title to, or possession of the Property might be disputed or questioned, or by reason of which any claim to the Property or any portion thereof might be adversely asserted. 	

Affected item(s):
MOD1192.doc - Affidavit (Commercial Owners) (New)

[Back to Table of Contents](#)



ALTA Commitment 2016 (KS MO NE)			
New/Mod Change	Requested By FNF Corporate	Incident No.	TFS No. 610786
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 (KS MO NE)			

[Back to Table of Contents](#)



NEBRASKA

DOCUMENTS

ALTA Commitment 2016 (KS MO NE)			
New/Mod Change	Requested By FNF Corporate	Incident No.	TFS No. 610786
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 (KS MO NE)			

[Back to Table of Contents](#)

NEW JERSEY

DOCUMENTS

Escrow

[Agreement \(Indemnity and Undertaking - GAP\)](#)

New/Mod New	Requested By NJ State Counsel	Incident No.	TFS No. 608455
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

 <p>Company Name</p>	<p>INDEMNITY AND UNDERTAKING AGREEMENT (GAP)</p>
<p>Agent: Title Office Name Title No.: JM CD Test-SLM Property: 1111 Property Avenue, Prop City, NJ 55555</p>	
<p>WHEREAS, Underwriter Name (hereinafter "Issuing Company" or "Company") is about to issue its title insurance policy or policies or commitments therefor in respect to the land described in Commitment/Policy No. COM111111, in favor of Loans Unlimited, all hereinafter referred to as the "Title Insurance Policy";</p> <p>AND WHEREAS, the Company has raised as title exceptions on the Title Insurance Commitment certain defects or other matters, hereinafter referred to as the "Exception", more particularly described as follows:</p> <p style="padding-left: 40px;">Defects, liens, encumbrances, adverse claims or other matters created, first appearing in the public records or attaching subsequent to the Effective Date of the above referenced Title Insurance Commitment but prior to recording the deed, mortgage or other instruments under which the Proposed Insured acquires the estate or interest covered by the Title Insurance Commitment.</p> <p>AND WHEREAS, the Company has been asked to issue the Title Insurance Policy either without mention of the Exception or insuring against loss or damage by reason thereof;</p>	

Affected item(s):
 NJD1076.doc - Agreement (Indemnity and Undertaking - GAP) (New)

[Back to Table of Contents](#)

Affidavit (Seller's and Borrower's COVID-19 Emergency)

New/Mod New	Requested By NJ State Counsel	Incident No.	TFS No. 608455
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

SELLERS' AND BORROWERS' AFFIDAVIT FOR COVID-19 EMERGENCY		
STATE OF _____	Date:	March 26, 2020
COUNTY OF _____	Order No.:	JM CD Test-JDK
	Commitment No.:	COM111111
	Seller(s):	Samuel S. Seller and Samantha S. Seller
	Buyer(s)/Borrower(s):	Bryan B. Buyer and Brenda B. Buyer
	Property Address:	1111 Property Avenue, Prop City, NJ 55555
<p>As a result of Federal and State declarations of emergency regarding the Coronavirus (COVID-19) pandemic, government offices have or will be closed or will have limited access. The ability to record or file deeds, mortgages and other real estate title related documents has been and will continue to be impacted.</p> <p>The Fidelity National Financial Family of Companies (Chicago Title Insurance Company, Fidelity National Title Insurance Company, and Commonwealth Land Title Insurance Company) ("FNF" or "Company") will continue to insure titles for purchasers and lenders using currently approved policy forms with effective dates through the recording date of the deed, mortgage or other title document under which the Proposed Insured acquires the estate or interest to be insured.</p>		

Affected item(s):

NJD1109.doc - Affidavit (Seller's and Borrower's COVID-19 Emergency) (New)

[Back to Table of Contents](#)

Letter (First Lien COVID-19)

New/Mod New	Requested By NJ State Counsel	Incident No.	TFS No. 608455
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

 Company Name	3705 Quakerbridge Road, Suite 202 Mercerville, New Jersey 08619 Phone: (800)777-4444 / Fax: (800)444-7777
<p>Loans Unlimited 100 Address St. Lender City, NJ 99999</p>	<p>Date: March 26, 2020 Loan No.: LN123 Escrow No.: JM CD Test-JDK Borrower(s): Bryan B. Buyer and Brenda B. Buyer Seller(s): Samuel S. Seller and Samantha S. Seller Property: 1111 Property Avenue Prop City, NJ 55555</p>
<p>Dear Sir/Madam,</p> <p>Please be advised that due to the impact of COVID-19, all searches, including those for financing statements in the Orange County Clerk's (Register's) Office, have been continued to the latest board date available and disclose no changes or additions to the pro forma title policy ("Pro Forma Policy") attached hereto.</p> <p>No new or amended exception will appear in Schedule B-I of the Loan Policy of title insurance to be issued to Loans Unlimited (herein after "the Policy"), a pro forma version of which is annexed hereto, unless approved by you in writing.</p>	

Affected item(s):
 NJD1110.doc - Letter (First Lien COVID-19) (New)

[Back to Table of Contents](#)

Title Search Report (With Optional Accommodation)

New/Mod Change	Requested By NJ Direct Ops	Incident No.	TFS No. 609881
--------------------------	--------------------------------------	---------------------	--------------------------

For FNJO ownership profiles ONLY - Added signature image when available.

Affected item(s):
 Title Search Report (With Optional Accommodation)

[Back to Table of Contents](#)

NEW YORK

DOCUMENTS

Escrow

[Receipt \(Buffalo - Lockport\)](#)

New/Mod	Requested By	Incident No.	TFS No.
Change	Buffalo		608318

Removed Attorney Reference Number to avoid duplicate names.

Received From:
Escrow Office Name

Delivered To:
 Hannah Jackson
 Jackson Law Services, LLC
 100 Attorney Lane
 Attorney City, NY 45567

**PLEASE PRINT NAME AND RETURN IN THE
 ENCLOSED POSTAGE PAID ENVELOPE.**

Affected item(s):
 Receipt (Buffalo - Lockport)

[Back to Table of Contents](#)



REPORTS

Client List by Sales Rep			
New/Mod Change	Requested By FNT NE IT	Incident No.	TFS No. 609345
Replaced the Fax field with email for Garden City profiles.			
Affected item(s): Client List by Sales Rep			

[Back to Table of Contents](#)



NORTH CAROLINA

DOCUMENTS

Escrow

[Affidavit \(Understanding and Indemnity\) COVID-19](#)

New/Mod	Requested By	Incident No.	TFS No.
New	FT NC		608293

New document. Render to view complete document.

**AFFIDAVIT OF UNDERSTANDING AND INDEMNITY AND
HOLD HARMLESS AGREEMENT DUE TO CORONAVIRUS PANDEMIC**

Date of Closing: [March 31, 2020](#)
Order No.: [JM CD Test-JDK](#)
Commitment No.: [COM111111](#)
Borrower(s): [Bryan B. Buyer and Brenda B. Buyer](#)
Seller(s): [Samuel S. Seller and Samantha S. Seller](#)
Property: [1111 Property Avenue, Prop City, NC 55555](#)

In response to the outbreak of the Coronavirus and the declared state of emergency at the national, state and local level, Courts and governmental offices, have been closed or have had access significantly limited. As a result, the processing and recording of deeds and other title documents in some jurisdictions has been, and will be, impacted. [Escrow Office Name](#) (hereinafter the "Company") will continue to insure title for the above purchaser(s) and lender(s) for the transactions up to Amount of Coverage in the Commitment but not to include construction loans, through the ultimate recording date of the deed, deed of trust or other insured recordable title documents; provided, however, neither the Company nor its title agents can provide any estimate as to the date of recordation of such title documents in the land records.

Affected item(s):
[NCD1009.doc - Affidavit \(Understanding and Indemnity\) COVID-19 \(New\)](#)

[Back to Table of Contents](#)

OHIO

DOCUMENTS

Escrow

Affidavit (As To Title)

New/Mod Change	Requested By OH State Counsel	Incident No.	TFS No. 606374
--------------------------	---	---------------------	--------------------------

Corrected two areas in the document where "Company" should not have been used (paragraphs 12 and 13).

11. That the foregoing statements are made for the benefit of and to induce **Chicago Title Insurance Company** to issue its owner's/loan policies of title insurance.

Affidavit (As To Title)
OHD1157.doc / Updated: 03.31.20

Page 1

Printed: 04.10.20 @ 11:45 AM by
CO-RT CDF Test

**AFFIDAVIT AS TO
TITLE TO REAL ESTATE**
(continued)

This Affidavit is made for the purpose of aiding **Chicago Title Insurance Company** (the Company) in determining the marketability and/or insurability of subject real estate, and to induce said Company to issue its policy of title

**AFFIDAVIT AS TO
TITLE TO REAL ESTATE**
(continued)

12. The **Affiant** is not indebted to the federal or state government or any other public authority for taxes, assessments, water or sewer bills or other charges that are presently due or delinquent and may become a lien against the Property, that no notice has been received as to adjustments or additions to real estate taxes or pending assessments against subject real estate, that there are no Board of Revision or Board of Tax Appeal cases pending or decided within the last ninety (90) days and all real estate taxes and/or taxes paid pursuant to Tax Increment Financing or Tax Abatement agreements, if any, are being paid through collection with the County Real Estate Tax Bills.

13. Affiant, on behalf of the **Corporation**, agrees to remove any title defects that may arise from the **date of the most recent Commitment** until the recordation of the deed and/or mortgage that will be insured by **Chicago Title Insurance Company** (the "Company") within fifteen (15) days after receipt of a written notice from the Company of such title defect(s).

14. That the foregoing statements are made for the benefit of and to induce the Company to issue its owner's/loan policies of title insurance.

Affected item(s):
Affidavit (As To Title)

[Back to Table of Contents](#)

<i>Affidavit (Understanding and Indemnity)</i>			
New/Mod Change	Requested By TX, OH	Incident No.	TFS No. 608257
Revised to pull the Title Office contact in place of the Underwriter contact.			
Affected item(s): Affidavit (Understanding and Indemnity)			

[Back to Table of Contents](#)

<i>File Cover (Sheffield-Sandusky)</i>			
New/Mod Change	Requested By Sheffield-Sandusky	Incident No.	TFS No. 606146
Added any Phone No.(s)/Email(s) for Buyer/Seller 2 (when added as joint contact).			
SELLER(S): Samuel S. Seller and Samantha S. Seller Address: 1111 Property Avenue Prop City, OH 55555 Cell Phone: (111)111-1111 / (222)222-2222 Phone No.: (222)333-3333 Work No.: (111)222-3333 / (222)333-4444 Email: Seller1@email.com / Seller2@email.com		BUYER(S): Bryan B. Buyer and Brenda B. Buyer Address: 555 Buyer Current Street Byr Current City, OH 27609 Cell Phone: (555)111-2222 / (555)222-3333 Phone No.: (333)222-1111 Work No.: (333)333-3333 / (444)444-4444 Email: Buyer1@email.com / Buyer2@email.com	
Affected item(s): File Cover (Sheffield-Sandusky)			

[Back to Table of Contents](#)

<i>Filing Sheet</i>			
New/Mod Change	Requested By CT OH	Incident No.	TFS No. 609127
Added Escrow Officer email.			
Affected item(s): Filing Sheet			

[Back to Table of Contents](#)



HUD/CDF settlement Statement			
New/Mod Change	Requested By MW IT	Incident No.	TFS No. 608693
For FNOX profiles, showing buyer/seller and settlement agent signature options as 'Print Signature Lines' as the default.			
Affected item(s): Settlement Statement			

[Back to Table of Contents](#)



OREGON

DOCUMENTS

Escrow

FIRPTA - Statement of Qualified Substitute			
New/Mod Change	Requested By Penny Hoskins	Incident No.	TFS No. 610209
Updated to provide the signature of the Escrow Officer selected in the file when the current user is one and the same.			
Affected item(s): FIRPTA - Statement of Qualified Substitute			

[Back to Table of Contents](#)



SOUTH CAROLINA

DOCUMENTS

Escrow

ALTA Commitment 2016 (SC)			
New/Mod Change	Requested By	Incident No.	TFS No. 610788
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 (SC)			

[Back to Table of Contents](#)



TEXAS

DOCUMENTS

Escrow

<i>Affidavit (Debts Liens and Possession)</i>			
New/Mod Change	Requested By FNT TX	Incident No.	TFS No. 610212
Revised document functionality to pull entity language for all entity types.			
Affected item(s): Affidavit (Debts Liens and Possession)			

[Back to Table of Contents](#)

<i>Affidavit (Non Residential Real Property Survey)</i>			
New/Mod Change	Requested By Settlement	Incident No.	TFS No. 608564
Adjusted the name of the affiant to pull any people associated with an entity in the file rather than just the entity name.			
Affected item(s): Affidavit (Non Residential Real Property Survey)			

[Back to Table of Contents](#)

<i>Affidavit (Understanding and Indemnity)</i>			
<i>General Notice (COVID-19)</i>			
<i>Letter (COVID-19)</i>			
<i>Notice to Agents and Closers (COVID-19)</i>			
<i>Signing Appointment Notice (COVID-19)</i>			
New/Mod Change	Requested By TX, OH	Incident No.	TFS No. 608257
Revised to always pull the escrow office name regardless of order type. Also, now pulls the officer phone number to the General Notice.			
Affected item(s): Affidavit (Understanding and Indemnity) General Notice (COVID-19) Letter (COVID-19) Notice to Agents and Closers (COVID-19) Signing Appointment Notice (COVID-19)			

[Back to Table of Contents](#)



Title

Commitment for Title Insurance (T-7) - 2014 (with and without Jacket)			
New/Mod Change	Requested By	Incident No.	TFS No. 610792
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): Commitment for Title Insurance (T-7) - 2014 Commitment for Title Insurance (T-7) - 2014 without Jacket			

[Back to Table of Contents](#)



REPORTS

Dallas CPF Daily Summary			
New/Mod Change	Requested By	Incident No.	TFS No.
	Dallas CPF		604887
Updating logic in report for Dallas CPF to include orders where the product type selected contains 'Commercial' to be shown as commercial.			
Affected item(s): Dallas CPF Daily Summary			

[Back to Table of Contents](#)

Title Production			
New/Mod Change	Requested By	Incident No.	TFS No.
	Dallas CPF		604885
Updating logic in report for Dallas CPF to include orders where the product type selected contains 'Commercial' to be shown as commercial.			
Affected item(s): Title Production			

[Back to Table of Contents](#)



WASHINGTON

DOCUMENTS

Escrow

ALTA Commitment 2016 (WA-NCS)			
New/Mod Change	Requested By	Incident No.	TFS No. 610777
Updated Privacy Statement per Corporate Compliance and Regulatory Counsel.			
Affected item(s): ALTA Commitment 2016 (WA-NCS)			

[Back to Table of Contents](#)



REPORTS

Opened/Closed Orders			
New/Mod Change	Requested By NW IT	Incident No.	TFS No. 610207
Adding total for PreList Conversion column			
Affected item(s): Opened/Closed Orders			

[Back to Table of Contents](#)

Pre-Listing Task Completed			
New/Mod Change	Requested By NW IT	Incident No.	TFS No. 605926
1. Updated the report to exclude orders where the Pre-Listing Task status is set to N/A			
2. Changed the default for how buyer and seller names are shown as well as added a parameter to word wrap those when needed.			
Affected item(s): Pre-Listing Task Completed			

[Back to Table of Contents](#)



WISCONSIN

DOCUMENTS

Escrow

Dunn Town Assessment Form

New/Mod Change	Requested By Dane Cty Title	Incident No.	TFS No. 606579
--------------------------	---------------------------------------	---------------------	--------------------------

Updated the Special Assessment form to the latest version.

ORDER NO.: [CJ CD Comm Purchase](#)

TOWN OF DUNN
 4156 COUNTY ROAD B MCFARLAND, WISCONSIN 53558
 (608) 838-1081 Phone (608) 838-1085 Fax

SPECIAL ASSESSMENTS AND CHARGES CERTIFICATE

Fee: \$20.00 per parcel Request Date:

Self-Address, stamped envelope provided, or email / fax completed form to: _____

The office of the Clerk of the Town of Dunn, Dane County, Wisconsin, does hereby certify that in accordance with the Clerk's records as of _____, the following special assessments/charges are chargeable against the property hereinafter described. Call Dane County Treasurer to verify any delinquent taxes on the parcel at 608-266-4151.

Address of Property [100 Property Street, Detroit, CO 48201](#) Parcel No. [19-1215593465](#)

Year _____ Assessment: Land \$ _____ Improvements \$ _____ Total \$ _____

Year _____ NET R.E. Taxes \$ _____ Garbage/Recycling pick up (paid in advance) \$ _____

Seller must pay special charge of \$75.00 per trash and recycling cart (for a total of \$ _____) to the Town of Dunn unless the carts are provided to the buyer. Carts are the property of the Town's vendor Pellitteri Waste Systems.

This assessment is directly billed by Pellitteri Waste Systems for additional information, contact Pellitteri at _____

Affected item(s):
Dunn Town Assessment Form

[Back to Table of Contents](#)

First Lien Letters (Company Position)

New/Mod New	Requested By WI State Counsel	Incident No.	TFS No. 606381
-----------------------	---	---------------------	--------------------------

New document. Render to view complete document.

CHICAGO TITLE INSURANCE COMPANY



Duane C. Wunsch
Vice President, Wisconsin State Counsel
Duane.Wunsch@ctt.com
O (262)796-3862
F (262)796-3888

RE: First Lien Letters

[Lewis L. Lenderman](#)
[Lender Bank & Trust](#)
[1000 Big Money Avenue, Suite 1000](#)
[Beverly Hills, CA 90210](#)

The Company has recently identified instances where employees and settlement agents were asked to 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.

A Commitment for Title Insurance stands on its own. The Company is unwilling to provide additional assurances

Affected item(s):

WID0290.doc - First Lien Letters (Company Position) (New)

[Back to Table of Contents](#)



LIBERTY TITLE

CHECKS

FNF Default Check			
New/Mod Change	Requested By Liberty Title Ops	Incident No.	TFS No. 609419
Updating logo on check to pull from branch office instead of profile for Maine profile.			
Affected item(s): FNF Default Check Template			

[Back to Table of Contents](#)

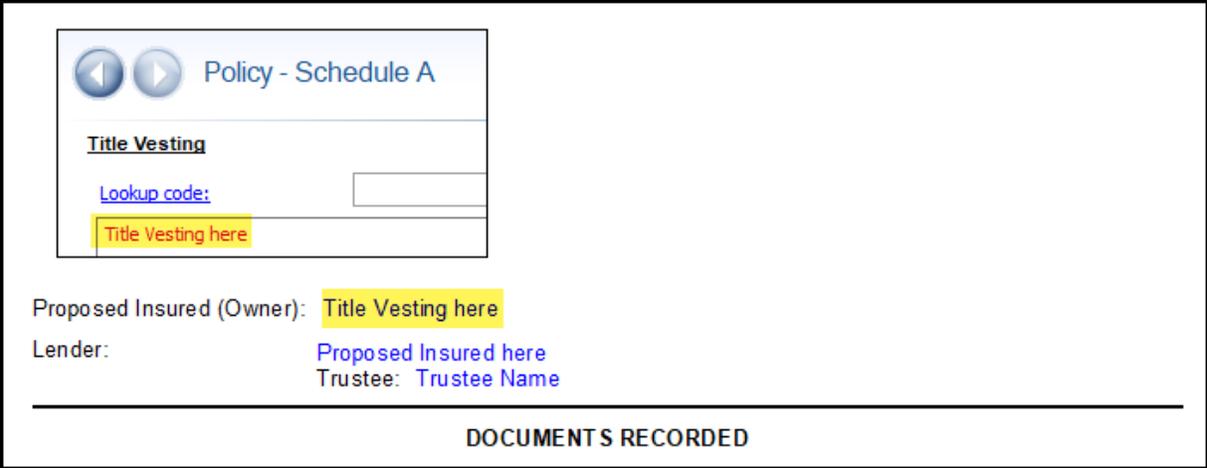
NOVARE NATIONAL SETTLEMENT SERVICES

DOCUMENTS

Escrow

Agreement (Hold Harmless - CA HERO)			
New/Mod	Requested By	Incident No.	TFS No.
New	Novare NSS		606598
New Document. Render to view complete document.			
Affected item(s): NOVD1139.doc - Agreement (Hold Harmless - CA HERO) (New)			

[Back to Table of Contents](#)

Recording and Policy Instructions (w/ Notes)			
New/Mod	Requested By	Incident No.	TFS No.
Change	Novare NSS		609430
Revising for the Owner section to pull from the Policy Schedule A Current Owner field.			
<div style="border: 1px solid black; padding: 10px;">  </div>			
Affected item(s): Recording and Policy Instructions (w/ Notes)			

[Back to Table of Contents](#)



Exhibit Page - Commitment Legal			
New/Mod Change	Requested By Novare NSS	Incident No.	TFS No. 607613
Revised to pull in the Client Reference Number:			
LEGAL DESCRIPTION			
Order No.: JM CD Test Client Ref. No.: AC456			
Affected item(s): Exhibit Page - Commitment Legal			

[Back to Table of Contents](#)



REPORTS

GARC\Guaranty Fee Verification			
New/Mod New	Requested By FNF Config	Incident No.	TFS No. 606116
New report for Novare Operations to see the Guaranty and/or Recoupment Fee.			
Affected item(s): GARC\Guaranty Fee Verification			

[Back to Table of Contents](#)

Opened/Closed Order Export			
New/Mod Change	Requested By Novare Ops	Incident No.	TFS No. 604224
Added column to show the Affiliated Sales Rep			
Affected item(s): Opened\Closed Order Export			

[Back to Table of Contents](#)

Orders by Contact (NOV)			
New/Mod New	Requested By Novare Ops	Incident No.	TFS No. 603589
New report for Novare operations to replace the current Orders by Contact report that will also include revenue amounts.			
Affected item(s): Orders by Contact (NOV)			

[Back to Table of Contents](#)

Orders by Note Search			
New/Mod Change	Requested By Novare Ops	Incident No.	TFS No. 608529
Added an option to run the report by date note added.			
Affected item(s): Orders by Note Search			

[Back to Table of Contents](#)

Orders by Note Search			
New/Mod Change	Requested By Novare Ops	Incident No.	TFS No. 610140
1. Updating to show all notes in the date range, instead of the most recent one.			
2. Adding new column to show the count of the order save events from the Order History.			
Affected item(s): Orders by Note Search			

[Back to Table of Contents](#)



MYScreens

Property screens			
New/Mod Mod	Requested By FNF Config	Incident No.	TFS No. 611557
Updated to improve performance loading the Property screens.			
Affected item(s): Property screens			

[Back to Table of Contents](#)



NCS

DOCUMENTS

Escrow

<i>IBA Authorization (ATL)</i>			
New/Mod Change	Requested By NCS Atlanta	Incident No.	TFS No. 609885
Updated the rate from .25 to .75 and removed the references to emailing and faxing.			
Affected item(s): IBA Authorization (ATL)			

[Back to Table of Contents](#)



REPORTS

Closed Orders by Rev Op IN			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Config		604899
Updated report to show closed orders that only have CRRAR Rev field amounts.			
Affected item(s): Closed Orders by Revenue Operation			

[Back to Table of Contents](#)

Deposit Transfer Summary			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Config Team		610575
Updating document visibility condition for AD group being used to identify those users who have access to the Deposit Transfer Tool.			
Affected item(s): Deposit Transfer Summary			

[Back to Table of Contents](#)



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.

[Back to Table of Contents](#)