

# SOFTPRO SELECT

## RELEASE NOTES



NOVEMBER, 2019

Testing Release Date: November 7, 2019

Production Release Date: November 22, 2019



# NOVEMBER RELEASE NOTES

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# NOVEMBER RELEASE NOTES

## ALL STATES/SITES

### DOCUMENTS

#### Escrow

##### Consolidated Invoice

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	SPS Config		584580	

Updated document to prompt for invoices as the default for all sites. This can be changed to none or never based on custom field setting.

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##### EI - Disbursement

##### EI - Disbursement (Legal)

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT Hawaii		582736	

Updated "stamp" area.

<p><b>(FOR INTERNAL PURPOSES ONLY)</b></p> <p>Received in Person From: _____</p> <p>Spoke To: _____</p> <p>Company/Party: _____</p> <p>Phone No.: _____</p> <p>Reason for Change: _____</p> <p>Date/Time: _____ / _____</p> <p>Confirmed By: _____</p>
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# NOVEMBER RELEASE NOTES

<b>Information Collection Form</b>				
NEW/MOD Mod	REQUESTED BY Settlement	INCIDENT NO.	TFS No(s). 586854	FILE NAME (NEW ITEMS ONLY)
Updated to match most recent version provided by Settlement and included in the Updated Escrow Tech Memo #172-2016 Geograhic Targeting Orders (GTO).				

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<b>Pricing Approval Checklist</b>				
NEW/MOD New	REQUESTED BY NCS	INCIDENT NO.	TFS No(s). 582474	FILE NAME (NEW ITEMS ONLY) COMD1152.doc
New document. Render to view complete document.				
<div style="border: 1px solid black; padding: 10px; margin: 0 auto; width: 80%;"> <div style="display: flex; justify-content: space-between; align-items: center;">  <div style="font-size: 24px; font-weight: bold;">Company Name</div> <div style="text-align: right; font-weight: bold; font-size: 16px;">PRICING APPROVAL CHECKLIST</div> </div> <ol style="list-style-type: none"> <li>1. Name/Address of Property/Project:  <u>Samuel S. Seller and Samantha S. Seller / 1111 Property Avenue, Prop City, SD 55555 / Project Name</u> </li> <li>2. Prior Policy? _____</li> <li>3. Proposed Insured and Amount:            Owners: <u>Bryan B. Buyer and Brenda B. Buyer / \$500,000.00</u>            Loans: <u>Loans Unlimited / \$450,000.00</u> </li> <li>4. Describe relation with client: _____            _____</li> <li>5. Any notes as to pricing (prior policy, competitive bid, reissue credits, etc.): _____            _____</li> </ol> </div>				

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# NOVEMBER RELEASE NOTES

<b>Settlement Statements</b>				
NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Novare, Agency Ops RI		582891,582878,564005,582079	
<p>Updated all settlement statements to suppress the revenue share bill codes NBE, NBI, NBINI and NBING, if all the amounts sum to zero.</p> <p>For CSS Master and Property Statements added new format option for 'Buyer, Description, Seller'</p> <p>For HUD/CDF HTML Statements added an option to the settlement statement that if the RE field starts with '^' to show the back charges for single items.</p>				

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<b>Statement of Information</b>																				
NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)																
New	Liberty Title		586873	SSCORPD5699.doc																
<p>New document provided by Corporate Compliance. Render to view complete document.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: right;"> <p><b>STATEMENT OF INFORMATION</b> (Confidential Information For Your Protection)</p> </div> </div> <p><b>Escrow No.:</b> X17-000009-JLJ-FRS  <b>Locate No.:</b> [PROMPT]  <b>Title No.:</b> T2refno</p> <p>Completion of this Statement of Information assists in establishing identity, eliminating matters affecting persons with similar names and avoiding the use of fraudulent or forged documents. Complete all blanks (please print) or indicate "none" or "N/A". If more space is needed for any item(s), use the last page of the form. <b>Each party (and spouse/domestic partner, if applicable) to the transaction must personally sign this form.</b></p> <p><b>PARTY TO TRANSACTION</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%; border-bottom: 1px solid black;">First Name</td> <td style="width: 30%; border-bottom: 1px solid black;">Middle/Maiden Name</td> <td style="width: 30%; border-bottom: 1px solid black;">Last Name</td> <td style="width: 10%; border-bottom: 1px solid black;">Year of Birth</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Personal Phone</td> <td style="border-bottom: 1px solid black;">Business Phone</td> <td colspan="2" style="border-bottom: 1px solid black;">Birthplace</td> </tr> <tr> <td colspan="4" style="text-align: right; padding-right: 20px;">City/State/Country</td> </tr> <tr> <td colspan="4" style="border-bottom: 1px solid black;">Social Security No. (LAST FOUR DIGITS ONLY) XXX-XX-____-____</td> </tr> </table> </div>					First Name	Middle/Maiden Name	Last Name	Year of Birth	Personal Phone	Business Phone	Birthplace		City/State/Country				Social Security No. (LAST FOUR DIGITS ONLY) XXX-XX-____-____			
First Name	Middle/Maiden Name	Last Name	Year of Birth																	
Personal Phone	Business Phone	Birthplace																		
City/State/Country																				
Social Security No. (LAST FOUR DIGITS ONLY) XXX-XX-____-____																				

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# NOVEMBER RELEASE NOTES

## REPORTS

### 3 Year Trending

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	NCS OH		583744	

Added an option to the report to allow the marketing source to be matched on the lookup code only. Currently, the report matches based on lookup code and name combination.

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### Buyer/Seller Organizations

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Penny Hoskins		584391	

Corrected Order Type Label to show as Order Type Excluded instead of the current Order Type.  
Updated the default Title and Escrow order type exclusion to only default for TX profiles.

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### Funds Held- PreDormant

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	WA		583894	

Added new option to show the pending and/or held disbursements payee and amount

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### In Process Pipeline

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	SC/IN		576911	

Added now option to show liability amounts meet or exceed a certain amount.

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### Open/Closed Order Export

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	Novare		577786	SSCORP5408.rpt

New excel export report for Novare operations. Report will return orders opened, closed or have settlement date in the date range. Report will include main order details as well as completed date of various checklist tasks.

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### Open/Closed Orders by Selection

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CA		576621	

Updated the logic of the show referral % parameter to include displaying the property county of the first property in the order.

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# NOVEMBER RELEASE NOTES

## Open/Closed Orders with Contact Search

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	WA		576230	

Converted Excel Export checkbox to drop down to allow for second export.  
Created detailed export with breakdown of buyers and seller names and address in separate columns

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## Order Exceptions

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Novare		577757	

Added Novare operations to the Order Exceptions report for standard exceptions, plus three new exceptions.  
New Novare exceptions  
A. Missing Order Type  
B. Missing Marketing Source Reference #  
C. Trust Account Mis-Match

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## Receipts and Disbursements

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Novare		583838	

Added an option to run for all trust accounts  
Added a new parameter for Order Type

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## Settlement Statement Export

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Novare		583143	

Updated all settlement statements to suppress the revenue share bill codes NBE, NBI, NBINI and NBING, if all the amounts sum to zero.

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## SPAdmin-Custom Source of Business Export

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CORP		577309	

Updated County Manager for flashcode FSUB to show as Alka Trivedi

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# NOVEMBER RELEASE NOTES

## SPAdmin Lookup Table Manager

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Config		577857	

SPAdmin Report for lookup table data that the G.U.I.D. was added to be shown on the report.

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## Transaction Activity

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Novare/Nat Acct		583294	

Added an option to show all trust accounts  
Added Excel export option

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## Weekly Summary of Business

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNF Corp		582072	

Updated report to include weeks for the upcoming 2020 year

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# NOVEMBER RELEASE NOTES

## ALABAMA

### *DOCUMENTS*

#### Title

**ALTA Loan Policy 2006 (AL)**  
**ALTA Owner's Policy 2006 (AL)**

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			569812	ALD1003.doc ALD1004.doc

New state-specific documents to offer faster versions of the ALTA 2006 Policies.

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# NOVEMBER RELEASE NOTES

## ALASKA

### *DOCUMENTS*

#### Title

#### ALTA Commitment 2016 (AK)

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			546453	AKD1002.doc

New document to offer a faster version of the ALTA 2016 Commitment.

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# NOVEMBER RELEASE NOTES

## ARIZONA

### DOCUMENTS

#### Escrow

#### Deed of Trust Assignment of Rents

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT Mohave		585817	

Revised form to look to the Title Company contact for the trustee when the Title Company is Fidelity rather than hardcoding Chicago Title as trustee. Form will remain unchanged for CT Mohave.

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# NOVEMBER RELEASE NOTES

## CALIFORNIA

### DOCUMENTS

#### Escrow

#### Disbursement of Proceeds/Refunds

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Corporate		584262	

Updated "stamp" area.

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

\_\_\_\_\_  
Samuel S. Seller

\_\_\_\_\_  
Date

\_\_\_\_\_  
Samantha S. Seller

\_\_\_\_\_  
Date

**(FOR INTERNAL PURPOSES ONLY)**

Amount of Wire \$: \_\_\_\_\_

Spoke To: \_\_\_\_\_

Company/Party: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Reason for Change: \_\_\_\_\_

Date/Time: \_\_\_\_\_ / \_\_\_\_\_

Confirmed By: \_\_\_\_\_

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# NOVEMBER RELEASE NOTES

## Recording and Policy Instructions - Out of County

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Lenders Direct		582556	

For Lenders Direct profiles only:

Removed "Enter anticipated recording date" and field and document will now prompt for the lender email address.

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# NOVEMBER RELEASE NOTES

## REPORTS

Default Check Letter S-S-C format				
NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	Humboldt Land Title		585531	FNFCORP_DefaultCheckSSC.rpt
New check template for Humboldt Land Title Operations to follow existing check format of copy, stub, check, stub.				

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# NOVEMBER RELEASE NOTES

## COLORADO

### *DOCUMENTS*

#### Title

**ALTA Loan Policy 2006 (CO)**

**ALTA Owner's Policy 2006 (CO)**

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			583834	COD1079.doc COD1080.doc

New state-specific documents to offer faster versions of the ALTA 2006 Policies.

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# NOVEMBER RELEASE NOTES

## REPORTS

Default Check Legal C-S-C-S format				
NEW/MOD	REQUESTED By	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	CO Construction Ops		584569	FNFCORP_DefaultCheck_Legal_CSCS.rpt
New check template for CO construction Operations to follow existing check format of copy, stub, check, stub.				

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# NOVEMBER RELEASE NOTES

## COMMERCIAL

### REPORTS

<b>Deal Sheet</b>				
<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT No.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
Mod	National Accts		576950	
<p>Updated the document with the following;            Moved split percent amounts to second parameter screen. This is to allow the figures to dynamically update if the premium amount is changed over or under the 10K change amount.            Added option to selected the under writer on the parameter screen if one is not present in the Title Insurance Premium Screen.</p>				

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# NOVEMBER RELEASE NOTES

## CONNECTICUT

### DOCUMENTS

#### Title

#### Special Endorsements

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	CT Agency		583171	

Added the following Connecticut Special Endorsements ("homegrown" Endorsements):

- Change of Name Endorsement
- Common Interest Community Endorsement
- Construction Mortgage Endorsement
- Deletion of Arbitration Endorsement
- First Loss Endorsement
- Gap Loan/Owners Endorsement
- Last Dollar Endorsement
- Residential Mortgage Endorsement
- Secondary Mortgage Market Endorsement

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# NOVEMBER RELEASE NOTES

## DELAWARE

### DOCUMENTS

#### Title

#### DTIRB Endorsement Form Filing

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Form Filing		584508	

The following endorsement forms have been revised, as per the Form Filing:

- ALTA 4.1-06 - Condominium (DTIRB-02)
- ALTA 8.2-06 - Environmental Protection Lien - Non-Residential (DTIRB-06)
- ALTA 5.1-06 - Planned Unit Development (DTIRB-17)
- ALTA 9-06 - Restrictions, Encroachments, Minerals (DTIRB-18)
- ALTA 12-06 - Aggregation/Tie-In (DTIRB-22)
- ALTA 6-06 - Variable Rate Interest (DTIRB-23)
- ALTA 6.2-06 - Variable Rate - Negative Amortization (DTIRB-24)
- ALTA 3.1-06 - Zoning - Improved Land (DTIRB-27)
- ALTA 14-06 - Future Advance - Priority (DTIRB-29)
- ALTA 14.2-06 - Future Advance - Letter of Credit (DTIRB-30)
- ALTA 18.1-06 - Tax Parcel (Multiple Parcels - Easement) (DTIRB-38)
- ALTA 19-06 - Contiguity - Multiple Parcels (DTIRB-39)
- ALTA 14.3-06 - Future Advance - Reverse Mortgage (DTIRB-42)
- ALTA 25-06 - Land Same as Survey (DTIRB-43)
- ALTA 22-06 - Location (DTIRB-44)
- ALTA 9.6-06 - Private Rights (DTIRB-63)
- ALTA 9.7-06 - Restrictions, Encroachments, Minerals - Land Under Development (DTIRB-64)
- ALTA 9.10-06 - Restrictions, Encroachments, Minerals - Current Violations (DTIRB-80)

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# NOVEMBER RELEASE NOTES

DC

## DOCUMENTS

### Escrow

#### DC FP7C

NEW/MOD	REQUESTED BY	TICKET No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT DC NCS		583761	

Updated document to match most recent version.

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# NOVEMBER RELEASE NOTES

## FIRST TITLE (GA)

### MY SCREENS

#### Order Entry screen

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

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when the My Screens > First Title of George – All Screens is selected.

The screenshot shows the 'Order Entry' screen with the following details:

- Order Status:** InProcess
- Buyer:** [Empty]
- Transaction Type:** Refinance
- Rush order
- Transaction type:** [Empty]
- Commercial
- Order type:** [Empty]
- Properties (1)**
- Table with columns: Property Address, City/State/Zip, Lot(s), Subdivision, Brief Legal
- Table content: 1
- Property type:** Commercial
- Property use:** Residential
- Land is zoned as:** [Empty]
- Occupied by:** Owner
- Primary residence
- Years continuously resided:** [Empty]
- Property address:** [Empty]
- City:** [Empty]
- State:** [Empty]
- Zip Code:** -
- Foreign

# NOVEMBER RELEASE NOTES

## MY SCREENS

### Property screen

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

The **Property type** section has been moved above the **Property address** section on the **Property** screen. This change can be seen when the My Screens > First Title of George – All Screens is selected.



Property

Order Status: InProcess  
Buyer:

Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Site Name:  Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:  State: - Zip Code:   Foreign

# NOVEMBER RELEASE NOTES

## FLORIDA

### DOCUMENTS

#### Escrow

#### Agreement (Escrow - for Incomplete Purchase and Sale Closing)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT Tampa		583659	

Added prompts for the ESCROWED DOCUMENTS and EARNEST MONEY DEPOSIT SHALL BE RELEASED sections. Also added prompt to pull in escrow officer signature.

1.  Deed(s) will be released to Seller.
2.  Mortgage and Promissory Note will be marked VOID and will be delivered to the lender or Purchasers.
3.  Other (Escrowed Documents)
4. Earnest Money Deposit shall be released:  

to certain parties  
upon receipt of written directions from all parties adjudicating entitlement ...

3. FAILURE TO TIMELY DELIVERY. If Escrow Office Name does not receive the Missing Items in a form acceptable to it by the Performance Deadline, Escrow Office Name will cancel the closing, release the Escrowed Documents and disburse the Escrowed Funds as set forth below:

A. ESCROWED DOCUMENTS (Check as many as apply):

1.  The Deed(s) will be released to Seller.
2.  The Mortgage and Promissory Note will be marked VOID and will be delivered to the lender or Purchasers.
3.  Other: \_\_\_\_\_ will be given to \_\_\_\_\_.

B. EARNEST MONEY DEPOSIT SHALL BE RELEASED (CHECK ONE):

4.  to \_\_\_\_\_
- Upon receipt of written directions from all parties agreeing on disbursement or receipt of a final court order of a court of competent jurisdiction, not subject to appeal, adjudicating entitlement to Earnest Money Deposit.

**ESCROW AGENT:**  
Escrow Office Name



Signature

By: Joseph D Kirby  

Print Name

Its: Closing Specialist  

Print Title



# NOVEMBER RELEASE NOTES

Authorization (Survey Order)				
NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT Tampa		583675	
<p>FNT Tampa only: Removed first 2 questions and added prompt for 3rd.</p> <div style="border: 1px solid black; padding: 10px;"> <p>The undersigned hereby agrees to, understands and authorizes the following:</p> <ol style="list-style-type: none"> <li><a href="#">Chicago Title Insurance Company</a> is authorized to order a survey on the following described property: SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF Also known as: <a href="#">100 Property Street, Unit 100A, Orlando, FL 32805</a></li> <li>Payment for the survey shall be collected at closing. In the event the proposed transaction does not close as scheduled, <a href="#">Chicago Title Insurance Company</a>, is authorized to use the purchaser's deposited escrow funds to pay the cost of the survey. If escrow funds are not available or are insufficient, the undersigned shall be responsible for the payment of any amounts owed to the surveyor/survey company.</li> </ol> <p><del>IS THE PROPERTY LOCATED IN A FLOOD ZONE? <input type="checkbox"/> Yes <input type="checkbox"/> No</del> <span style="border: 1px solid red; padding: 2px;">added prompt</span></p> <p><del>IF YES, ARE WE TO ORDER AN ELEVATION CERTIFICATE? <input type="checkbox"/> Yes <input type="checkbox"/> No</del></p> <p>LOCATE WELL AND SEPTIC ON SURVEY WITH DISTANCES? (VERIFY WITH LENDER) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.</p> </div>				

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# NOVEMBER RELEASE NOTES

## Authorization (Survey Order - esign)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	LandCastle		582722	FLD1350.doc

New document. Render to view complete document.

Date: November 19, 2019  
Order No.: MS CD Test FL  
Property: 100 Property Street, Unit 100A  
Orlando, FL 32805

The undersigned hereby agrees to, understands and authorizes the following:

1. [Chicago Title Insurance Company](#) is authorized to order a survey on the following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Also known as: [100 Property Street, Unit 100A, Orlando, FL 32805](#)

2. Payment for the survey shall be collected at closing. In the event the proposed transaction does not close as scheduled, [Chicago Title Insurance Company](#), is authorized to use the purchaser's deposited escrow funds to pay the cost of the survey. If escrow funds are not available or are insufficient, the undersigned shall be responsible for the payment of any amounts owed to the surveyor/survey company.

IS THE PROPERTY LOCATED IN A FLOOD ZONE?  Yes  No

IF YES, ARE WE TO ORDER AN ELEVATION CERTIFICATE?  Yes  No

LOCATE WELL AND SEPTIC ON SURVEY WITH DISTANCES? (VERIFY WITH LENDER)  Yes  No

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

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## Compliance Agreement Between Buyer and Seller

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT Tampa		583661	

Removed fax numbers from the signature section.

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# NOVEMBER RELEASE NOTES

## Payoff Statement

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT Orlando		582496	

Updated document to match version provided by State Counsel.

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# NOVEMBER RELEASE NOTES

## GEORGIA

### *DOCUMENTS*

#### Title

#### **ALTA Commitment 2016 (GA)**

<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT NO.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
Mod	GA Agency		583928	

For GA Agency only, removed the prompt to include verbiage of "in an amount not to exceed".

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# NOVEMBER RELEASE NOTES

## GREAT LAKES

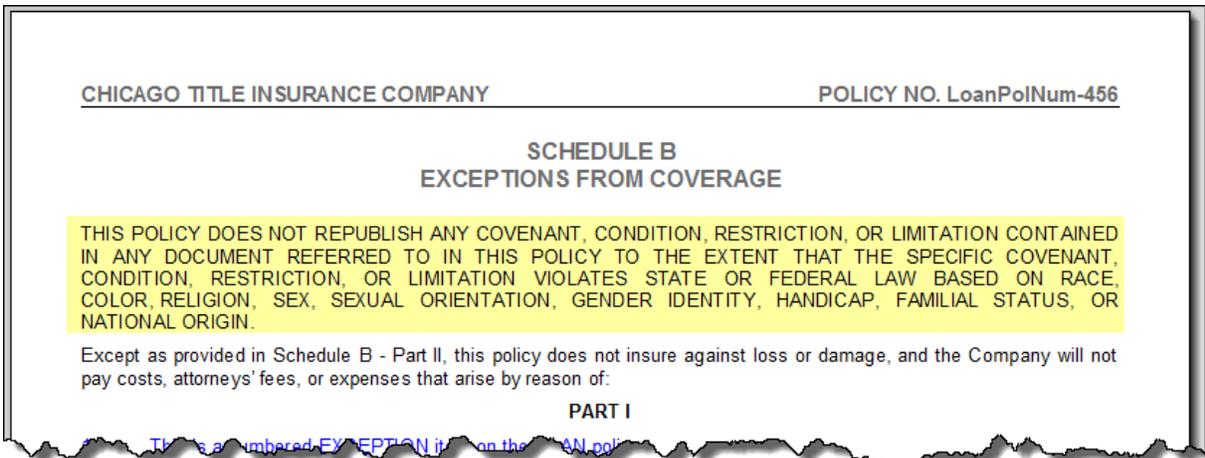
### DOCUMENTS

#### Title

**ALTA Loan Policy 2006 (GL)**  
**ALTA Owner's Policy 2006 (GL)**

NEW/MOD Mod	REQUESTED BY Great Lakes NCS	INCIDENT No.	TFS No(s). 583108	FILE NAME (NEW ITEMS ONLY)
----------------	---------------------------------	--------------	----------------------	----------------------------

The CCR language has been added to the top of Schedule B for the 2006 ALTA Loan and 2006 ALTA Owner's policies for the Great Lakes operation. NOTE: This language was approved only for the states of Iowa, Kentucky and Ohio.



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# NOVEMBER RELEASE NOTES

## HAWAII

### REPORTS

<b>Project Status</b>				
<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT NO.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
New	FT HI		575758	SSCORP5405.rpt
New custom report for HI operations that returns orders based on received date and project name. The details will include unit #, floor #, order #, buyer name, buyer's agent name, sales price, loan amount and deposit amounts.				

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# NOVEMBER RELEASE NOTES

## INDIANA

### REPORTS

<b>1099- Misc Detail</b>				
<b>NEW/MOD</b> MOD	<b>REQUESTED BY</b> FT IN	<b>INCIDENT No.</b>	<b>TFS No(s).</b> 586593	<b>FILE NAME (NEW ITEMS ONLY)</b>
Updated logic that shows the main contact name if the tax type is individual to apply to all of Indiana.				

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# NOVEMBER RELEASE NOTES

## MY SCREENS

### Document Recordings Screen

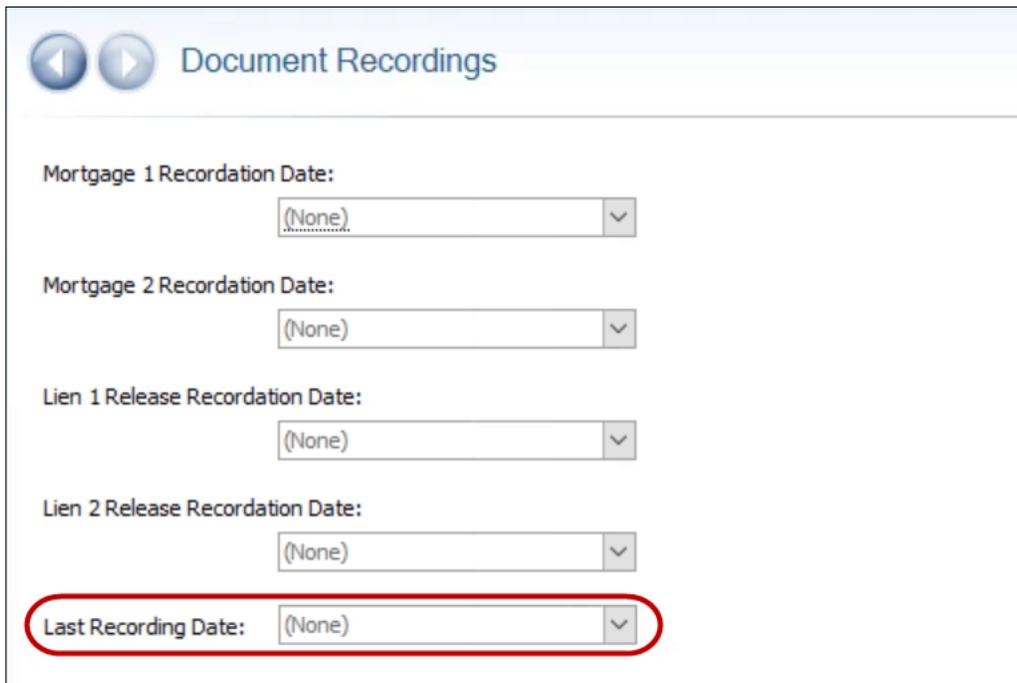
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Kim Stone			

A new field has been added to the Document Recordings screen,

- > Last Recording Date

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 'Document Recordings' interface with the following fields:

- Mortgage 1 Recordation Date: (None)
- Mortgage 2 Recordation Date: (None)
- Lien 1 Release Recordation Date: (None)
- Lien 2 Release Recordation Date: (None)
- Last Recording Date: (None)** (highlighted with a red circle)





# NOVEMBER RELEASE NOTES

## MINNESOTA

### DOCUMENTS

#### Escrow

#### File Label - Eden Prairie

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FRS MN		584385	MND1121.doc

New document.



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# NOVEMBER RELEASE NOTES

## MISSOURI

### DOCUMENTS

#### Escrow

#### COV - St. Louis City

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT KS City, MO		582482	

Updated to most recent version.

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#### Verification of Title Examination

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	MO		586244	

Corrected typo of "country" to "county" in item B.

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# NOVEMBER RELEASE NOTES

## MONTANA

### DOCUMENTS

#### Escrow

#### Letter (Tax Holdback Refund)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT Flathead		585812	

Revised to prompt to select the contact which will be the recipient of this letter

- Revised the first prompt 'Enter the tax year paid' to be able to add more text
- If the prompt 'Enter the escrow fee paid' is not answered, it will reflect \$0.00
- New prompt added for 'Check if deposited for customer'. If it's checked, replaced "Refund Amount Enclosed" with "Refund Amount Deposited to your Account"
- Removed the prompt 'Enter the refund amount enclosed', and this will now do the math ('Enter the amount held back' less 'Enter the tax amount paid' less 'Enter the escrow fee paid')
- New prompt added for 'Items Enclosed'
- If the new 'Check if deposited for customer' prompt is NOT checked, after the enclosures (if any) it will read "Please deposit your refund as soon as convenient so we may close out your file"
- Verbiage revised from "If you have any questions, please contact our office" with "We appreciate having this opportunity to be of service to you and hope you will again choose <Settlement Agent Name> as your Escrow Agent and Title Insurer for any future sale, purchase or refinance transaction"

Bryan B. Buyer and Brenda B. Buyer 1111 Property Avenue Prop City, MT 55555	<b>Date:</b> November 14, 2019 <b>Escrow No.:</b> JM CD Test-JDK <b>Seller(s):</b> Samuel S. Seller and Samantha S. Seller <b>Borrower(s):</b> Bryan B. Buyer and Brenda B. Buyer <b>Property:</b> 1111 Property Avenue Prop City, MT 55555
---	--

This is to advise that we have paid the 2019 Real Property Taxes to Orange County Tax Assessor.

The amounts paid are as follows:

Amount Held Back	\$2,500.00
Less Amount of Taxes Paid	\$1,750.00
Escrow Fee Paid	\$0.00
Refund Amount Deposited to your Account	\$750.00

↑

Check if deposited for customer

Enclosed is the following: <ul style="list-style-type: none"> <li>• Any items enclosed go here</li> <li>• This is my example</li> </ul>	Items Enclosed Any items enclosed go here This is my example
---	--

We appreciate having this opportunity to be of service to you and hope you will again choose Escrow Office Name as your Escrow Agent and Title Insurer for any future sale, purchase or refinance transaction.

Continued on next page



# NOVEMBER RELEASE NOTES

This is to advise that we have paid the 2019 Real Property Taxes to Orange County Tax Assessor.

The amounts paid are as follows:

Amount Held Back	\$2,500.00
Less Amount of Taxes Paid	\$1,750.00
Escrow Fee Paid	\$0.00
<b>Refund Amount Enclosed</b>	<b>\$750.00</b>

Enclosed is the following:

- [Any items enclosed go here](#)
- [This is my example](#)

Check if deposited for customer

**Please deposit your refund as soon as convenient so we may close out your file.**

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

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# NOVEMBER RELEASE NOTES

## NCS - BOSTON

### MY SCREENS

#### Order Entry screen

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

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when My Screens > BOS NCS is selected.


Order Entry

Order Status: InProcess  
Buyer: Transaction Type: Refinance

Rush order  
  Commercial Order type:

**Properties (1)**

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Property type:

Property use:

Land is zoned as:

Occupied by:

Primary residence Years continuously resided:

Property address:

[City:](#)  State:  [Zip Code:](#)   Foreign



# NOVEMBER RELEASE NOTES

## NCS - BOSTON

### MY SCREENS

#### Express Order Entry screen

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

The **Express Order Entry** screen has been modified,

- > includes a **Properties** more/less bar
- > **Property type** section has been moved above the **Property address** section

This change can be seen when you select one of the following My Screens:

- > **BOS – NCS**
- > **NCS**
- > **Residential**

Express Order Entry

Order Status: InProcess  
Buyer:

Transaction Type: Refinance

Rush order
   

Transaction type

Commercial

Order type:

Purchase

Properties (1)

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Property type:

Property use:

Land is zoned as:

Occupied by:

Primary residence

Years continuously resided:

Property address:

City:

State:

Zip Code:

Foreign



# NOVEMBER RELEASE NOTES

## NCS - BOSTON

### MY SCREENS

#### Property screen

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

The **Property type** section has been moved above the **Property address** section on the **Property** screen.

This change can be seen when you select one of the following My Screens:

- > **BOS – NCS**
- > **NCS**
- > **Residential**

Property

Order Status: InProcess  
Buyer: Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

	Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1					

Site Name:  Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:

State:   Zip Code: -  Foreign

# NOVEMBER RELEASE NOTES

## NCS - CALIFORNIA

### MY SCREENS

#### Express Order Entry screen

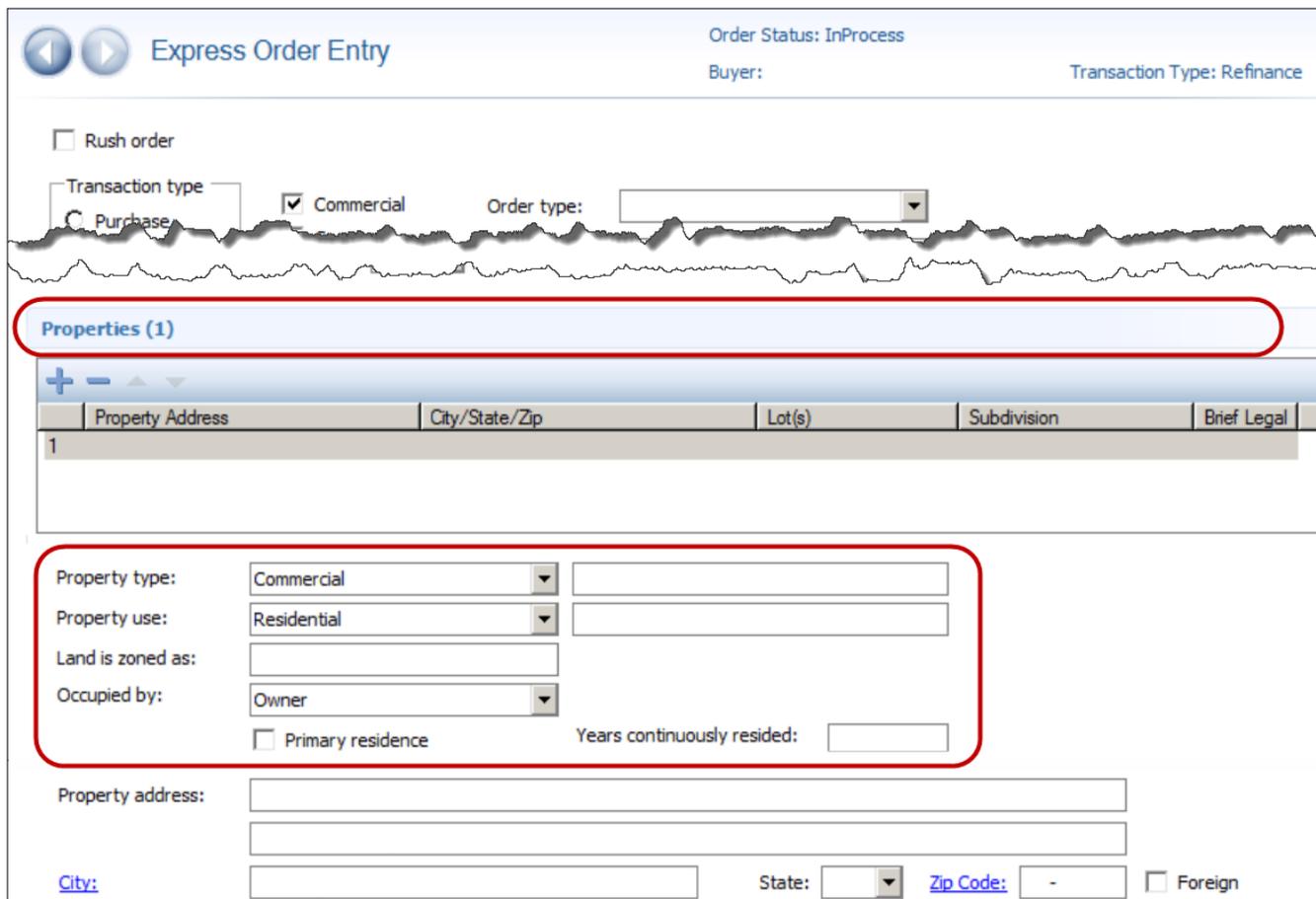
NEW/MOD Mod	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
----------------	--------------	-------------------	------------	----------------------------

The **Express Order Entry** screen has been modified,

- > includes a **Properties** more/less bar
- > **Property type** section has been moved above the **Property address** section

This change can be seen when you select one of the following My Screens:

- > **CA NCS Screens**
- > **NCS**
- > **Residential**



Express Order Entry

Order Status: InProcess  
Buyer: Transaction Type: Refinance

Rush order

Transaction type:  Purchase  Commercial Order type:

**Properties (1)**

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Property type:

Property use:

Land is zoned as:

Occupied by:

Primary residence Years continuously resided:

Property address:

City:  State:  Zip Code:   Foreign



# NOVEMBER RELEASE NOTES

## NCS - CALIFORNIA

### MY SCREENS

#### Property screen

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

The **Property type** section has been moved above the **Property address** section on the **Property** screen.

This change can be seen when you select one of the following My Screens:

- > CA NCS Screens
- > NCS
- > Residential

Property

Order Status: InProcess  
Buyer: \_\_\_\_\_

Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Site Name:       Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:       State: -      Zip Code:        Foreign



# NOVEMBER RELEASE NOTES

## NCS - GEORGIA

### MY SCREENS

#### Order Entry screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when the My Screens > GA Commercial CSS is selected.

The screenshot shows the Order Entry interface. At the top, there are navigation arrows and the title "Order Entry". On the right, it displays "Order Status: InProcess" and "Buyer:" followed by "Transaction Type: Ref". Below this, there are checkboxes for "Rush order" and "Commercial", and a "Transaction type" dropdown menu with "Purchase" selected. An "Order type:" dropdown menu is also visible. A table titled "Properties (1)" is shown with columns for "Property Address", "City/State/Zip", "Lot(s)", "Subdivision", and "Brief Legal". Below the table, the "Property type" section is highlighted with a red box. It contains several dropdown menus: "Property type:" (empty), "Property use:" (Residential), "Land is zoned as:" (empty), and "Occupied by:" (Owner). There is also a checkbox for "Primary residence" and a text input for "Years continuously resided:". Below this section, there are text input fields for "Property address:" and "City:". At the bottom, there are dropdown menus for "State:" and "Zip Code:" (with a "-" symbol), and a checkbox for "Foreign".



# NOVEMBER RELEASE NOTES

## NCS - GEORGIA

### MY SCREENS

#### Property screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen. This change can be seen when the My Screens > GA Commercial CSS is selected.

Property

Order Status: InProcess

Buyer:

Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

	Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1					

Site Name:  Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:  State: - Zip Code:   Foreign

# NOVEMBER RELEASE NOTES

## NCS – GREAT LAKES

### MY SCREENS

#### Express Order Entry screen

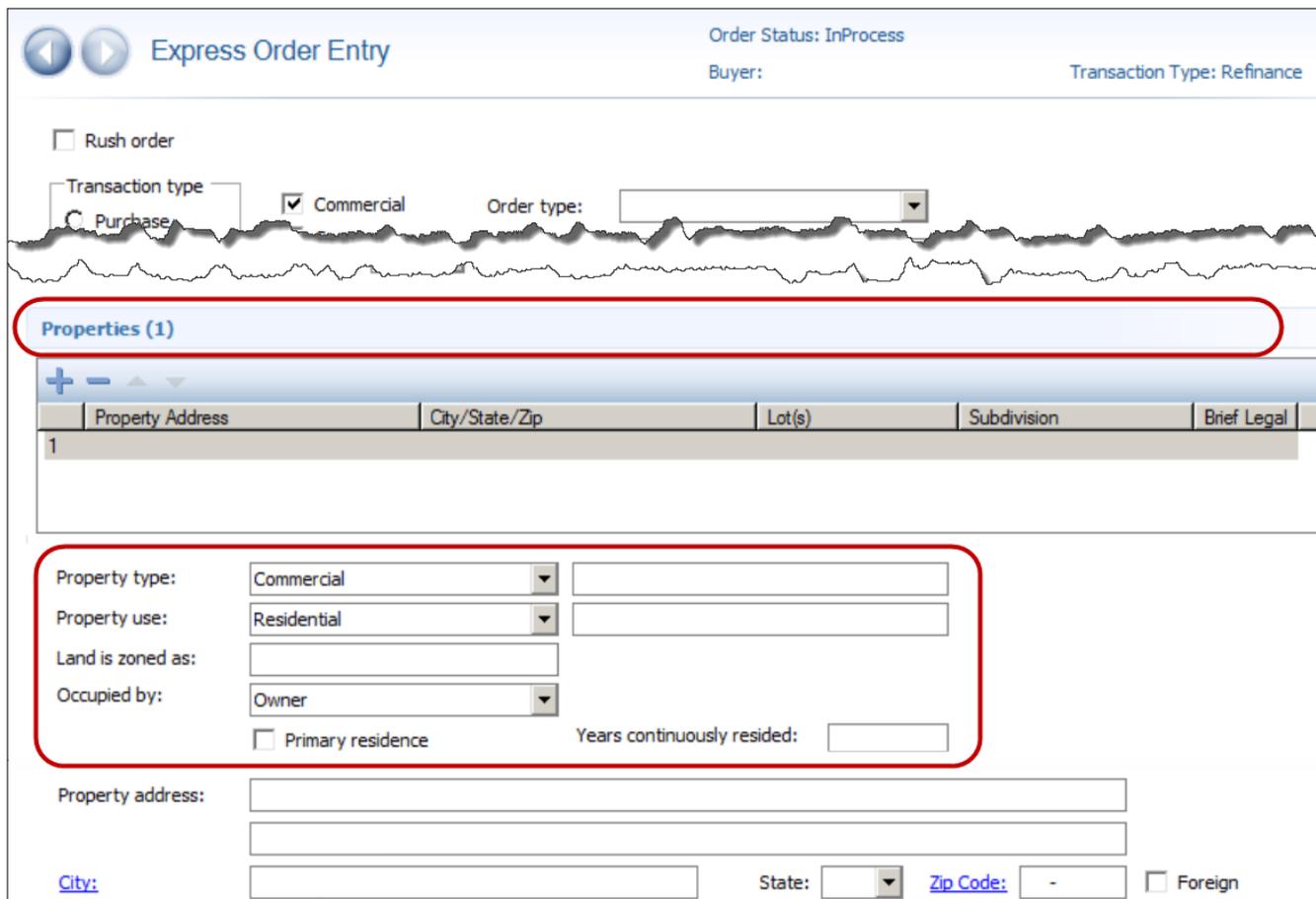
<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Express Order Entry** screen has been modified,

- > includes a **Properties** more/less bar
- > **Property type** section has been moved above the **Property address** section

This change can be seen when you select one of the following My Screens:

- > **GL Commercial CSS**
- > **NCS**
- > **Residential**



The screenshot shows the 'Express Order Entry' screen with the following details:

- Order Status:** InProcess
- Buyer:** (empty)
- Transaction Type:** Refinance
- Rush order
- Transaction type:** Purchase (selected)
- Commercial
- Order type:** (dropdown menu)
- Properties (1)** (highlighted with a red circle)
- Table with columns: Property Address, City/State/Zip, Lot(s), Subdivision, Brief Legal
- Property type:** Commercial (dropdown)
- Property use:** Residential (dropdown)
- Land is zoned as:** (text input)
- Occupied by:** Owner (dropdown)
- Primary residence
- Years continuously resided:** (text input)
- Property address:** (text input)
- City:** (text input)
- State:** (dropdown)
- Zip Code:** (text input)
- Foreign



# NOVEMBER RELEASE NOTES

## NCS – GREAT LAKES

### MY SCREENS

#### Property screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen.

This change can be seen when you select one of the following My Screens:

- > **GL Commercial CSS**
- > **NCS**
- > **Residential**

Property

Order Status: InProcess  
Buyer: Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Site Name:  Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:  State: - Zip Code:   Foreign



# NOVEMBER RELEASE NOTES

## NCS - ILLINOIS

### MY SCREENS

#### Order Entry screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when My Screens > IL – NCS is selected.

The screenshot shows the Order Entry screen with the following details:

- Order Status: InProcess
- Buyer: [blank]
- Transaction Type: Refinance
- Rush order
- Transaction type: [blank]
- Commercial
- Order type: [dropdown menu]

**Properties (1)**

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

**Property type:** Commercial [dropdown] [input]  
**Property use:** Residential [dropdown] [input]  
**Land is zoned as:** [input]  
**Occupied by:** Owner [dropdown]  
 Primary residence      Years continuously resided: [input]

**Property address:** [input]  
[input]  
[input]

**City:** [input]      **State:** [dropdown]      **Zip Code:** [input]       Foreign



# NOVEMBER RELEASE NOTES

## NCS - ILLINOIS

### MY SCREENS

#### Property

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen. This change can be seen when My Screens > IL – NCS is selected.

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

- Order Status: InProcess
- Buyer: [Empty]
- Transaction Type: Refinance
- Properties (1) table with columns: Property Address, City/State/Zip, Lot(s), Subdivision, Brief Legal. Row 1 is visible.
- Property type section (highlighted in red):**
  - Property type: Commercial (dropdown)
  - Property use: Residential (dropdown)
  - Land is zoned as: [Empty]
  - Occupied by: Owner (dropdown)
  - Primary residence
  - Years continuously resided: [Empty]
- Property address: [Empty]
- City: [Empty]
- State: [Empty]
- Zip Code: [Empty]
- Foreign



# NOVEMBER RELEASE NOTES

## NCS – STRATEGIC MARKET SERVICES (SMS)

### MY SCREENS

#### Order Entry screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when **My Screens > SMS All Screens** is selected.

The screenshot shows the 'Order Entry' screen with the following details:

- Order Status: InProcess
- Buyer: [blank]
- Transaction Type: Refinance
- Rush order
- Transaction type: [blank]
- Commercial
- Order type: [dropdown menu]

**Properties (1)**

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

**Property type:** Commercial [dropdown] [input]  
**Property use:** Residential [dropdown] [input]  
**Land is zoned as:** [input]  
**Occupied by:** Owner [dropdown]  
 Primary residence      Years continuously resided: [input]

**Property address:** [input]  
[input]  
[input]

**City:** [input]      **State:** [dropdown]      **Zip Code:** [input] - [input]       Foreign



# NOVEMBER RELEASE NOTES

## NCS – STRATEGIC MARKET SERVICES (SMS)

### MY SCREENS

#### Property screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen. This change can be seen when **My Screens > SMS All Screens** is selected.

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

- Order Status: InProcess
- Buyer: [Empty]
- Transaction Type: Refinance
- Properties (1) table with columns: Property Address, City/State/Zip, Lot(s), Subdivision, Brief Legal. Row 1 is visible.
- Property type section (highlighted in red):**
  - Property type: Commercial (dropdown)
  - Property use: Residential (dropdown)
  - Land is zoned as: [Empty]
  - Occupied by: Owner (dropdown)
  - Primary residence
  - Years continuously resided: [Empty]
- Property address: [Empty]
- City: [Empty]
- State: [Empty]
- Zip Code: [Empty]
- Foreign



# NOVEMBER RELEASE NOTES

## NCS - TEXAS

### MY SCREENS

#### Express Order Entry screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Express Order Entry** screen has been modified,

- > includes a **Properties** more/less bar
- > **Property type** section has been moved above the **Property address** section

This change can be seen when you select one of the following My Screens:

- > **TX NCS Screens**
- > **NCS**
- > **Residential**

Express Order Entry

Order Status: InProcess  
Buyer:

Transaction Type: Refinance

Rush order

Transaction type

Commercial

Order type:

Properties (1)

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Property type:

Commercial

Property use:

Residential

Land is zoned as:

Occupied by:

Owner

Primary residence
 

Years continuously resided:

Property address:

City:

State:

Zip Code:

Foreign



# NOVEMBER RELEASE NOTES

## NCS - TEXAS

### MY SCREENS

#### Property screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen.

This change can be seen when you select one of the following My Screens:

- > **TX NCS Screens**
- > **NCS**
- > **Residential**

Property

Order Status: InProcess

Buyer:

Transaction Type: Refinance

Project name:

**Properties (1)**

Property: 1

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				

Site Name:  Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence      Years continuously resided:

Property address:

City:  State: - Zip Code:   Foreign



# NOVEMBER RELEASE NOTES

## NCS - WASHINGTON

### MY SCREENS

#### Order Entry screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Order Entry** screen. This change can be seen when you select one of the following **My Screens** is selected:

- > **Washington Commercial CSS**
- > **Washington Title Screens**

The screenshot shows the 'Order Entry' screen with the following details:

- Order Status:** InProcess
- Buyer:** [Empty]
- Transaction Type:** Refinance
- Rush order
- Transaction type:**  Commercial (checked)
- Order type:** [Dropdown menu]
- Properties (1)**

Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1				
- Property type:** Commercial (dropdown)
- Property use:** Residential (dropdown)
- Land is zoned as:** [Text input]
- Occupied by:** Owner (dropdown)
- Primary residence
- Years continuously resided:** [Text input]
- Property address:** [Text input]
- City:** [Text input]
- State:** [Dropdown menu]
- Zip Code:** [Text input]
- Foreign



# NOVEMBER RELEASE NOTES

## NCS - WASHINGTON

### MY SCREENS

#### Property screen

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Nancy Hesse	<b>FOOTPRINTS No(s).</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	------------------------------------	--------------------------	-------------------	-----------------------------------

The **Property type** section has been moved above the **Property address** section on the **Property** screen. This change can be seen when you select one of the following **My Screens** is selected:

- > **Washington Commercial CSS**
- > **Washington Title Screens**
- > **NCS Screens**
- > **Residential**

Property

Order Status: InProcess  
 Buyer:

Transaction Type: Refinance

Project name:

**Properties (1)**  
 Property: 1

	Property Address	City/State/Zip	Lot(s)	Subdivision	Brief Legal
1					

Site Name:

Site Number:

Property type: Commercial

Property use: Residential

Land is zoned as:

Occupied by: Owner

Primary residence

Years continuously resided:

Property address:

City:

State: -

Zip Code:  -

Foreign

Prepared By: ISG

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# NOVEMBER RELEASE NOTES

## NEBRASKA

### *DOCUMENTS*

#### Title

#### **SE 119 - Nebraska Closing Protection Coverage**

<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT No.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
New	CT Kansas City		583047	E07S119_00_NE_FNF

The SE 119 endorsement is now available for issuance with Commitments on properties in the state of Nebraska.

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# NOVEMBER RELEASE NOTES

## NEW HAMPSHIRE

### *DOCUMENTS*

#### Title

**ALTA Loan Policy 2006 (NH)**  
**ALTA Owner's Policy 2006 (NH)**

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			569791	NHD1004.doc NDD1005.doc

New state-specific documents to offer faster versions of the ALTA 2006 Policies.

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# NOVEMBER RELEASE NOTES

## NEW MEXICO

### *DOCUMENTS*

#### Escrow

#### Vesting Instructions

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FNT New Mexico		584482	

Removed the checkbox item for "Sole and Separate" and removed the blank checkbox lines.

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# NOVEMBER RELEASE NOTES

## Wire Transfer Authorization

<b>NEW/MOD</b> Mod	<b>REQUESTED BY</b> Corporate	<b>INCIDENT No.</b>	<b>TFS No(s).</b> 584260	<b>FILE NAME (NEW ITEMS ONLY)</b>
-----------------------	----------------------------------	---------------------	-----------------------------	-----------------------------------

Updated "stamp" area.

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

\_\_\_\_\_  
Samuel S. Seller

\_\_\_\_\_  
Date

\_\_\_\_\_  
Samantha S. Seller

\_\_\_\_\_  
Date

**(FOR INTERNAL PURPOSES ONLY)**

Amount of Wire \$: \_\_\_\_\_

Spoke To: \_\_\_\_\_

Company/Party: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Reason for Change: \_\_\_\_\_

Date/Time: \_\_\_\_\_ / \_\_\_\_\_

Confirmed By: \_\_\_\_\_

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# NOVEMBER RELEASE NOTES

## PHRASES

Escrow Instructions				
NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	FNT New Mexico		585008	

Added the ability to pull Escrow Instruction phrases.

<p>Joseph D Kirby, Closing Specialist            Escrow Office Name            100 Escrow Office Street            EO City, NM 54545            Phone: (888)111-1234 Fax: (888)111-4321</p>	<p><b>Date:</b> November 5, 2019  <b>GF No.:</b> JM CD Test  <b>Property:</b> 1111 Property Avenue            Prop City, NM 55555</p>
---	---

The instructions in this escrow are hereby modified, amended and/or supplemented in the following particulars only:

1. This is my Additional Instructions phrase.
2. Here is another phrase.

All other terms and conditions remain the same.

**END OF INSTRUCTIONS**

**Phrases**

Numbering scheme: Numbers

---

**Amendment**

- 1. This is my Additional Instructions phrase.
- 2. Here is another phrase.



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# NOVEMBER RELEASE NOTES

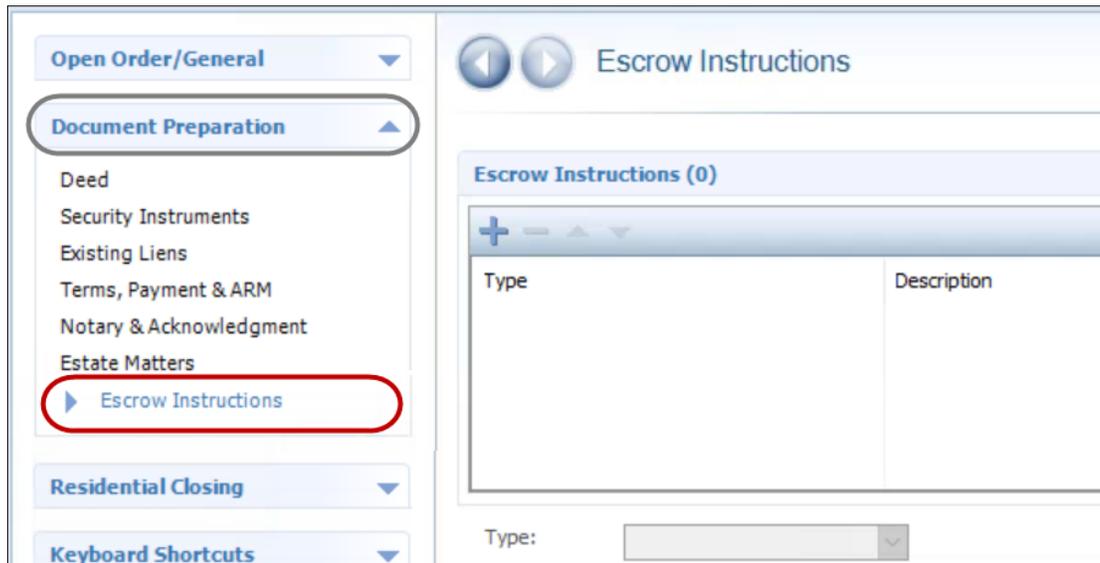
## MY SCREENS

### Escrow Instructions Screen

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

The Escrow Instructions screen is available via the Document Preparation section when you select one of the following My Screens:

- > NM All Screens
- > NM Commercial
- > NM Commercial CSS
- > NM Escrow Screens





# NOVEMBER RELEASE NOTES

## NORTH DAKOTA

### DOCUMENTS

#### Title

**ALTA Loan Policy 2006 (ND)**  
**ALTA Owner's Policy 2006 (ND)**

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			569791	NDD1002.doc NDD1003.doc

New state-specific documents to offer faster versions of the ALTA 2006 Policies.

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# NOVEMBER RELEASE NOTES

## OHIO

### DOCUMENTS

#### Escrow

**Affidavit (Closing)**  
**Affidavit (Owner - Residential)**  
**Affidavit (Survey Matters)**

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Great Lakes NCS		583032	

Notary section revised per ORC Section 147.55. Note: all other OH forms pull from the Notary Acknowledgment/Jurat screen.

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# NOVEMBER RELEASE NOTES

## OREGON

### DOCUMENTS

#### Escrow

#### EI - Borrower's (EIS)

#### EI - Borrower's (EIS - Legal)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	WT Bend / OR		582761 / 585809	

(1 of 2) The General Provisions have been revised for refinance transactions.

The undersigned hereby authorize and instruct Escrow Holder to charge each party to the escrow for their respective Federal Express, special mail handling/courier and/or incoming/outgoing wire transfer fees. Unless specified in writing by the undersigned, Escrow Holder is authorized to select special mail/delivery or courier service to be used.

#### ~~2. PRORATIONS AND ADJUSTMENTS~~

~~Make each proration on the basis of the actual number of days in the year covered by said item, annualizing monthly amounts. Tax prorations shall be based on the amount of the latest available tax statement (which may include reductions based on any deferral or exemption); during periods in which the current years tax figures are not available, you shall prorate taxes or assessments upon the immediate preceding year's figures, any further adjustment in actual taxes shall be handled between the parties outside of this escrow and Escrow Agent shall have no liability for the collection or payment thereof. If the parties herein have provided Escrow Agent with a rent schedule on the subject property, you shall prorate rents and charge Seller and credit buyer with any deposits paid in advance pursuant to the rent schedule approved by the parties. Seller represents that they will collect all rents which fall due prior to the close of escrow. Make no adjustment against buyer for uncollected rent. Buyer acknowledges that the assessor's office customarily mails tax notices for the July 1 to June 30 tax year in October of the tax year and that Escrow Agent cannot guarantee that the tax assessor's office will address the tax bill to Buyer. Buyer accepts responsibility for contacting the assessor's office and obtaining a tax bill in a timely manner. Buyer acknowledges that a discount applies only if taxes are paid in full on or before November 15 of the tax year and that interest and billing charges may accrue after November 15.~~

#### ~~3. UTILITIES/POSSESSION~~

~~Transfer, payment and adjustment of utilities and possession of the premises are to be settled by the parties directly and outside escrow.~~

#### 4. PREPARATION AND RECORDATION OF INSTRUMENTS

Escrow Holder is authorized to prepare, obtain, record and deliver the necessary instruments to carry out the terms and conditions of this escrow and to order the policy of title insurance to be issued at close of escrow as called for in these instructions. Close of escrow shall mean the date instruments are recorded.

#### 5. AUTHORIZATION TO FURNISH COPIES

You are authorized to furnish copies of these instructions, supplements, amendments, notices of cancellation and closing statements, to the ~~Real Estate Broker(s)~~ and Lender(s) named in this escrow.

#### 6. RIGHT OF CANCELLATION

Any principal instructing you to cancel this escrow shall file notice of cancellation in your office in writing. You shall, within two (2) working days thereafter, deliver, one copy of such notice to each of the other principals at the addresses stated in this escrow. If written objection is filed, you are authorized to institute an action in interpleader pursuant to provisions of paragraph number 9 contained herein.

#### 7. PERSONAL PROPERTY

No examination, chattel or security interest search or insurance as to the amount or payment of personal property taxes is required unless specifically requested.

~~Deeds of Sale, if any required, are to be delivered unrecorded at the close of escrow. Escrow Agent shall have no responsibility or liability for the completion or delivery of any personal property being transferred herein.~~

~~By signing these General Provisions, the parties to the escrow hereby acknowledge that they are indemnifying the Escrow Holder against any and all matters relating to any "Bulk Sales" requirements, and instruct Escrow Holder to proceed with the closing of escrow without any consideration of matter of any nature whatsoever regarding "Bulk Sales" being handled through escrow.~~

#### 8. RIGHT OF RESIGNATION

Escrow Holder has the right to resign upon ten (10) days written notice delivered to the principals herein. If such right is exercised, all funds and documents shall be returned to the party who deposited them and Escrow Holder shall have no liability hereunder.

#### ~~16. NON-RESIDENT ALIEN~~

~~The Foreign Investment in Real Property Tax Act (FIRPTA), Title 26 U.S.C., Section 1445, and the regulations thereunder, when applicable, provide in part that a transferee (buyer) of a U.S. real property interest from a foreign person must withhold a statutory percentage of the amount realized on the disposition, report the transaction and remit the withholding to the Internal Revenue Service (IRS) within twenty (20) days after the transfer.~~

~~The following limitations on the escrow responsibilities of Escrow Holder apply, except to the extent that Escrow Holder is instructed to act, agrees to act and acts as a Qualified Substitute under FIRPTA or is instructed to act, agrees to act and acts as a transmitter of IRS forms and a withholding payment.~~

~~Escrow Holder will not determine, and will not aid in the determination of, whether the FIRPTA withholding provisions are applicable to the subject transaction. Escrow Holder will not furnish tax advice to any party to the transaction. Escrow Holder will not determine, and will not aid in the determination of, whether the transaction will qualify for a FIRPTA exception or exemption. Escrow Holder will not be responsible for the filing of any tax form with the IRS related to FIRPTA, and will not be responsible for collecting and holding any documentation from the buyer or seller on the buyer's behalf for the purpose of supporting a claim of an exception or exemption. Escrow Holder is not an agent for the buyer for the purposes of receiving and analyzing any evidence or documentation that the seller in the subject transaction is a U.S. citizen or resident alien. Escrow Holder is not responsible for the payment of this tax and/or any penalty and/or interest incurred in connection with FIRPTA, and such taxes are not a matter covered by the Owner's Policy of Title Insurance to be issued to the buyer. Escrow Holder is not responsible for the completion of any IRS document or form related to FIRPTA. The buyer is advised that (a) the buyer must independently make a determination of whether the contemplated transaction is subject to the withholding requirement; (b) the buyer bears full responsibility for compliance with the withholding requirement if applicable and for payment of any FIRPTA-related tax, interest, penalty or other expense that may be due on the subject transaction; (c) the buyer is responsible for the completion of any and all FIRPTA-related forms, including but not limited to applicable IRS documentation, and for the mailing of those forms; and (d) any FIRPTA-related form, document or information received from Escrow Holder is not tax or legal advice, should not be construed as such and should not be treated as a complete representation of FIRPTA requirements. Buyer should seek outside counsel from a qualified individual to determine any and all implications of FIRPTA and its regulations. The buyer's signature below is the buyer's acknowledgment of receiving this notice.~~

#### 17. ENCUMBRANCES

Escrow Holder is to act upon any statements furnished by a lienholder or his agent without liability or responsibility for the accuracy of such statements. Any adjustments necessary because of a discrepancy between the information furnished Escrow Holder and any amount later determined to be incorrect upon demand of Escrow Holder, parties responsible for payment will immediately pay the amount of any such deficiency.

# NOVEMBER RELEASE NOTES

(2 of 2) When the prompt "select if there is existing debt" is not marked then certain language is removed from the General Instructions. The General Provisions have been revised for refinance transactions.

Select if there is existing debt

**GENERAL INSTRUCTIONS¶**

The General Provisions attached to these instructions are part of these instructions.¶

Borrower is aware that interest on the existing loan(s) does not stop accruing at close of escrow, but continues until the actual day of receipt of the payoff by Lender.¶

Borrower is aware that interest will accrue through weekends or holidays.¶

Borrower is aware he/she/they are responsible for payment of all such interest and will indemnify and hold Escrow Holder harmless in connection with the payment of such interest. In the event you are paying the full balance due on an existing trust deed and if a reconveyance of the trust deed is not recorded within sixty (60) days of it being paid off, you are requested to release the trust deed pursuant to the provisions of ORS 86.720.¶

Upon request, you are instructed to furnish any broker or lender identified with this transaction or anyone acting on behalf of such lender, any information concerning this escrow, copies of all instructions, amendments and statements.¶

**GENERAL PROVISIONS**

**3. AUTHORIZATION TO FURNISH COPIES**  
 You are authorized to furnish copies of these instructions, supplements, amendments, notices of cancellation and closing statements, to the **Mortgage Broker(s) and Lender(s)** named in this escrow.

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<b>Form (Site Inspection)</b>				
NEW/MOD Mod	REQUESTED BY System Admin	INCIDENT No.	TFS No(s). 582756	FILE NAME (NEW ITEMS ONLY)
Removed per System Admin.				

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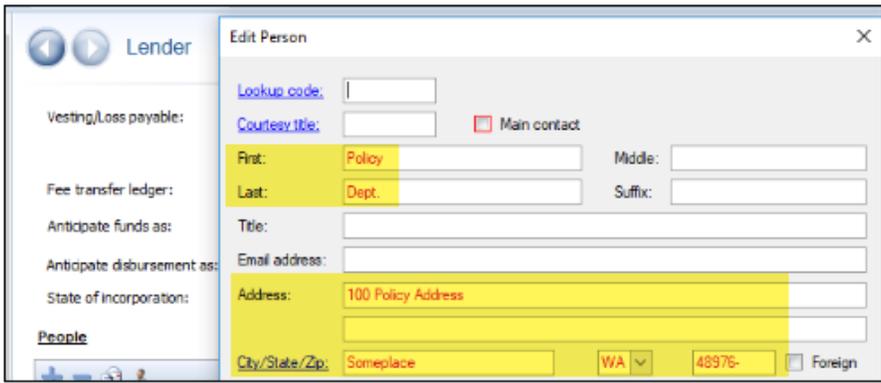
# NOVEMBER RELEASE NOTES

## Instructions (Recording)

### Instructions (Recording) Legal

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	OR RLC		582751	

Item 5 now looks to the People grid for the contact where an entry has "policy" is the first name, use its address rather than the contact's address.



5. Deliver Loan Policy to:

[Loans Unlimited](#)  
 Policy Dept.  
 100 Policy Address  
 Someplace, WA 48976  
 Attn: Reference No.: LN12345

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## Letter (Line of Credit Authorization)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	TT Portland		584389	

Updated the title on the document to match the tree and footer.

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## Preliminary Report Approval - Buyer/Borrower

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	TT Portland		585807	

Removed reference to "Schedule A".

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# NOVEMBER RELEASE NOTES

## REPORTS

<b>Batch Privacy Notice Letter</b>				
<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT NO.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
New	OR		575856	SSCORP5406.rpt
New report that will generate a generic cover letter for annual privacy notice communications. Report will include orders from the prior month/year that are still opened or closed orders with a ledger balance.				

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# NOVEMBER RELEASE NOTES

## PHRASES

Escrow Instructions								
NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)				
New	OR		582744					
<p>New EI phrase for MH Holdbacks.</p> <div style="border: 1px solid black; padding: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Code</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td>holdbk01</td> <td>HOLDBACK FOR MOBILE HOME WITH DETITLING OR TITLE TRANSFER ONLY</td> </tr> </tbody> </table> <div style="border: 2px solid red; padding: 5px; margin-top: 10px; text-align: center;"> <p>The highlighted information is from prompts</p> </div> <p><b>HOLDBACK FOR MOBILE HOME WITH DETITLING OR TITLE TRANSFER ONLY:</b> Escrow Holder is instructed to hold from the proceeds due the due to the seller <b>Five Hundred And No/100 Dollars (\$500.00)</b> and the buyer/borrower <b>Three Hundred And No/100 Dollars (\$300.00)</b> for the payment to complete the mobile home detitling and/or title transfer. Escrow Holder is instructed to pay the Department of Licensing for fees due and the County auditor for recording fees when they are in receipt of all the signed documents required to complete the transfer.</p> </div>					Code	Name	holdbk01	HOLDBACK FOR MOBILE HOME WITH DETITLING OR TITLE TRANSFER ONLY
Code	Name							
holdbk01	HOLDBACK FOR MOBILE HOME WITH DETITLING OR TITLE TRANSFER ONLY							

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# NOVEMBER RELEASE NOTES

## RHODE ISLAND

### DOCUMENTS

#### Escrow

#### Affidavit (Commercial Title and Gap Indemnity)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	RI Agency		584379	RID1013.doc

New document. Render to view complete document.

**COMMERCIAL AFFIDAVIT OF  
TITLE/GAP INDEMNITY**

STATE OF \_\_\_\_\_ **Order No.: JM CD Test-JDK**

COUNTY OF \_\_\_\_\_

The undersigned (collectively, the "Owner"), being first duly sworn under oath according to law and intending to be legally bound hereby, depose(s) and say(s) as follows:

- I am of full legal age and under no legal disability.
- Check one (1):
  - A. I own that certain real property (hereinafter referred to as the "Property") located at \_\_\_\_\_, also designated as Tax Assessor's Plat \_\_\_\_\_, Lot No. \_\_\_\_\_ and more particularly described in the commitment for insurance described on Exhibit "A" annexed hereto (the "Commitment") and that title to said Property is vested in \_\_\_\_\_ (name of title holders), as \_\_\_\_\_ (type of tenancy/ownership).
  - B. I am the **President** (title) of **Seller Corp** (name of entity), a **Rhode Island** (state of entity formation) **Corporation** (type of entity) which entity owns that certain real property (hereinafter referred to as the "Property") located at **1111 Property Avenue, Prop City, RI 55555**, also designated as Tax Assessor's Plat **1111APN**, Lot No. **3333** and more particularly described in the commitment for insurance described on Exhibit "A" annexed hereto (the "Commitment").
- The Owner has owned the Property now being sold or mortgaged continuously for the past \_\_\_\_\_ (\_\_\_\_\_) years.

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# NOVEMBER RELEASE NOTES

## Title

**SE 500 - Going Concern**  
**SE 501 - Variable Rate - Credit Agreement**

<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT No.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
New	Underwriting		583952	E19S500_00, E19S501_00

The SE 500 and SE 501 endorsements are now available for issuance on properties in the state of Rhode Island.

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# NOVEMBER RELEASE NOTES

## SOUTH DAKOTA

### *DOCUMENTS*

#### Title

**ALTA Loan Policy 2006 (SD)**

**ALTA Owner's Policy 2006 (SD)**

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New			569785	SDD1002.doc SDD1003.doc

New state-specific documents to offer faster versions of the ALTA 2006 Policies.

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# NOVEMBER RELEASE NOTES

## TEXAS

### *DOCUMENTS*

#### Escrow

#### Closer's Worksheet

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	South TX OAC		584480	

Cell phone numbers have been added to the seller and buyer/borrower information section.

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# NOVEMBER RELEASE NOTES

## REPORTS

<b>Title Product Exceptinos</b>				
<b>NEW/MOD</b>	<b>REQUESTED BY</b>	<b>INCIDENT No.</b>	<b>TFS No(s).</b>	<b>FILE NAME (NEW ITEMS ONLY)</b>
Mod	TX		583739	
Updated report to look for "Policy" or "Binder" when the Document Title field is blank for TX profiles.				

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# NOVEMBER RELEASE NOTES

## WASHINGTON

### DOCUMENTS

#### Escrow

#### City of Ferndale Utility and Assessment Req

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT Bellingham		584476	

Added checkbox for LID, removed "only" from Assessment Information and if the transaction is a purchase then the checkboxes for Assessment Information, LID and Sale will be checked.

**Information is Requested on the Following:**

Property Address: [1111 Property Avenue, Prop City, WA 55555](#)

Escrow No.: [JM CD Test-JDK](#) Parcel No(s): [1111APN](#) and [121212TM](#)

Owner Name: [Samuel S. Seller](#) and [Samantha S. Seller](#)

Reason for Request:

**Assessment Information**
 **LIDs**

Sale
 Closing Date: [February 25, 2019](#)

Refinance

**\*\* Please notify the City of Ferndale of any changed in closing dates! \*\***

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#### City of Lynden Utility Request

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	CT Bellingham		584478	

Updated to reflect most recent version.

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# NOVEMBER RELEASE NOTES

**EI-Sale (EIS) Part 1 of 1**  
**EI-Sale (EIS) Part 1 of 1 Letter**  
**EI - Sale Part 1 of 2**  
**EI - Sale Part 1 of 2 - DS**

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT NCS Seattle		582727	

**\*\*NCS ONLY\*\***

A new dropdown has been added to select buyer, seller or both for the signatures.

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## Master Real Estate Excise Tax Affidavit (2020)

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	WA		584393	

Updated to match most recent single use version.

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

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	WA		584474	WA00001072.doc

Multiple location version of the REETA is now available.

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## Supplement to EI-Sale (EIS) Part 2 of 2

### Supplement to EI-Sale (EIS) Part 2 of 2 - DS

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	FT NCS Seattle		582727	

**\*\*NCS ONLY\*\***

A new dropdown has been added to select buyer, seller or both for the signatures.

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# NOVEMBER RELEASE NOTES

## PHRASES

Escrow Instructions										
NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)						
New	WA		582742							
<p>New EI phrase for MH Holdbacks.</p> <table border="1" data-bbox="185 579 1435 903"> <thead> <tr> <th>Code</th> <th>Name</th> <th></th> </tr> </thead> <tbody> <tr> <td>holdbk03</td> <td>HOLDBACK FOR MOBILE HOME WITH TITLE ELIMINATION OR TITLE TRANSFER ONLY</td> <td> <div data-bbox="1097 617 1403 695" style="border: 2px solid red; padding: 5px; display: inline-block;">                     The highlighted information is from prompts                 </div> </td> </tr> </tbody> </table> <p><b>HOLDBACK FOR MOBILE HOME WITH TITLE ELIMINATION OR TITLE TRANSFER ONLY:</b> Escrow Holder is instructed to hold from the proceeds due the due to the seller <b>Five Hundred Fifty And No/100 Dollars (\$550.00)</b> and the buyer/borrower <b>Two Hundred Fifty And No/100 Dollars (\$250.00)</b> for the payment to complete the mobile home title elimination and/or title transfer. Escrow Holder is instructed to pay the Department of Licensing for fees due and the County auditor for recording fees when they are in receipt of all the signed documents required to complete the transfer.</p>					Code	Name		holdbk03	HOLDBACK FOR MOBILE HOME WITH TITLE ELIMINATION OR TITLE TRANSFER ONLY	<div data-bbox="1097 617 1403 695" style="border: 2px solid red; padding: 5px; display: inline-block;">                     The highlighted information is from prompts                 </div>
Code	Name									
holdbk03	HOLDBACK FOR MOBILE HOME WITH TITLE ELIMINATION OR TITLE TRANSFER ONLY	<div data-bbox="1097 617 1403 695" style="border: 2px solid red; padding: 5px; display: inline-block;">                     The highlighted information is from prompts                 </div>								

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# NOVEMBER RELEASE NOTES

## MY SCREENS

### Recording Information Screen

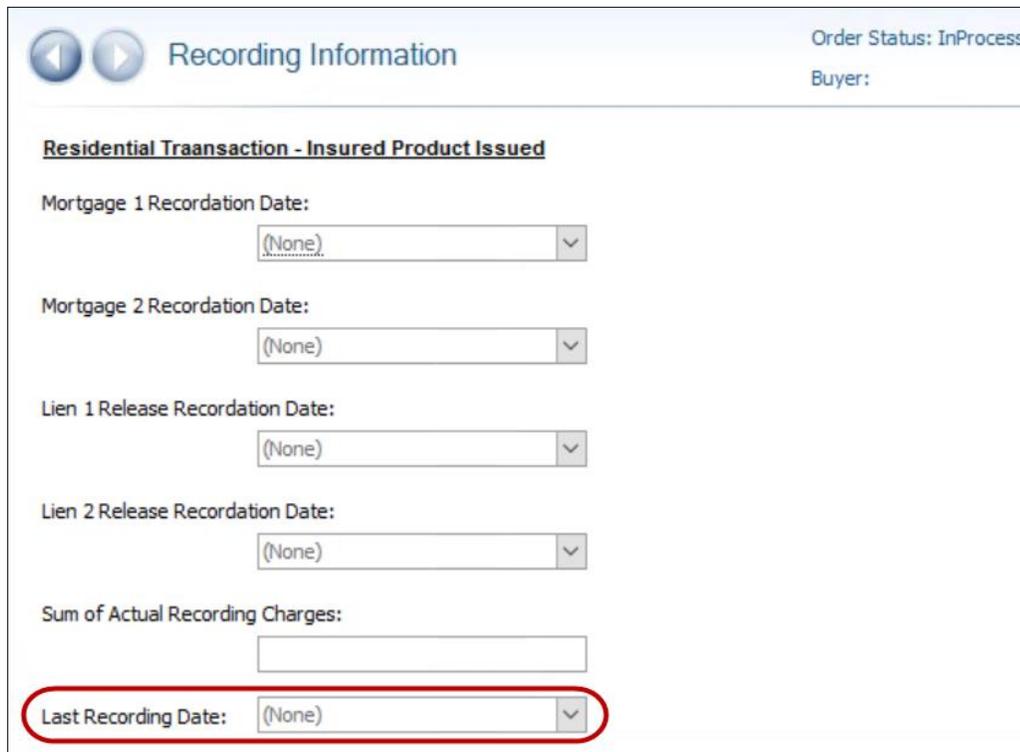
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Kim Stone			

A new field has been added to the Recording Information screen,

- > Last Recording Date

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

- > Washington Commercial CSS Screens
- > Washington Commercial Screens
- > Washington Escrow Screens



The screenshot shows the 'Recording Information' screen with the following fields:

- Order Status: InProcess
- Buyer:
- Residential Transaction - Insured Product Issued**
- Mortgage 1 Recordation Date: (None)
- Mortgage 2 Recordation Date: (None)
- Lien 1 Release Recordation Date: (None)
- Lien 2 Release Recordation Date: (None)
- Sum of Actual Recording Charges: [Empty text box]
- Last Recording Date: (None)** (This field is circled in red in the original image)



# NOVEMBER RELEASE NOTES

## WISCONSIN

### DOCUMENTS

#### Escrow

#### Escrow Checklist (Sale)

NEW/MOD	REQUESTED BY	INCIDENT No.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	WI MidWest		583042	WID0288.doc

New document. Render to view complete document.



Company Name

ESCROW CLOSING CHECKLIST

<p><b>Property:</b> 1111 Property Avenue, Prop City, WI 55555</p> <p><b>Closing Location:</b> Escrow Office Name 100 Escrow Office Street EO City, WI 54545</p> <p><b>Seller/Owner:</b> Samuel S. Seller and Samantha S. Seller  <b>Cell 1:</b> (111)111-2222    <b>Cell 2:</b> (111)111-3333  <b>Email 1:</b> Seller1Email  <b>Email 2:</b> Seller2Email  <b>Current Address:</b> 1111 Property Avenue Prop City, WI 55555  <b>Forwarding Address:</b> 123 Seller Fwd Street Seller Fwd City, WI 55555</p>	<p><b>Escrow No.:</b> JM CD Test  <b>Closing Date:</b> November 22, 2019  <b>Disbursement Date:</b> November 22, 2019</p> <p><b>Buyer/Borrower:</b> Bryan B. Buyer and Brenda B. Buyer  <b>Cell 1:</b> (333)444-4444    <b>Cell 2:</b> (333)445-5555  <b>Email 1:</b> Buyer1Email  <b>Email 2:</b> Buyer2Email  <b>Current Address:</b> 555 Buyer Current Street Byr Current City, WI 27609  <b>Forwarding Address:</b> 1111 Property Avenue Prop City, WI 55555</p>
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# NOVEMBER RELEASE NOTES

## Unsecured Indemnity Agreement

NEW/MOD	REQUESTED BY	INCIDENT NO.	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
New	CT WI		582499	WID0285.doc

New document. Render to view complete document.



## Company Name

### INDEMNITY AGREEMENT

**THIS INDEMNITY AGREEMENT** (this "Agreement") is executed as of October 29, 2019, by [Hannah Jackson](#) (the "Indemnitor") for the benefit of [Underwriter Name](#), its policy issuing agents and affiliated title companies (the "Company").

**WHEREAS**, the Company has issued its Commitment No. [COM111111](#) with respect to real property located in the County of [Orange](#), State of [Wisconsin](#) as more particularly described therein and on the attached Exhibit "A" (the "Property"), and has raised as an exception or exceptions a certain defect, encumbrance, adverse claim or other matter affecting the Property (hereinafter the "Identified Risk"), described as follows:

1. [Lack of a right of access to and from the land.](#)
2. [Any inaccuracy in the area, square footage, or acreage of land described in Schedule A or attached plat, if any. The Company does not insure the area, square footage, or acreage of the land.](#)

**WHEREAS**, the Company has been requested to issue its title insurance policy, or may in the future be requested to issue a title insurance policy, date down endorsement, commitment, hold harmless or indemnity letters to induce other title insurance companies to issue title insurance policies or commitments (such title insurance policy, date down endorsement, commitment or hold harmless or indemnity letters to induce other title insurance companies to issue title insurance policies or commitments shall hereinafter be referred to collectively as the "Title Insurance Policy" with respect to the Property or some portion thereof, or estates or interests therein, either without taking exception for the Identified Risk or insuring against loss or damage by reason thereof; and

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# NOVEMBER RELEASE NOTES

## MY SCREENS

### Document Recordings Screen

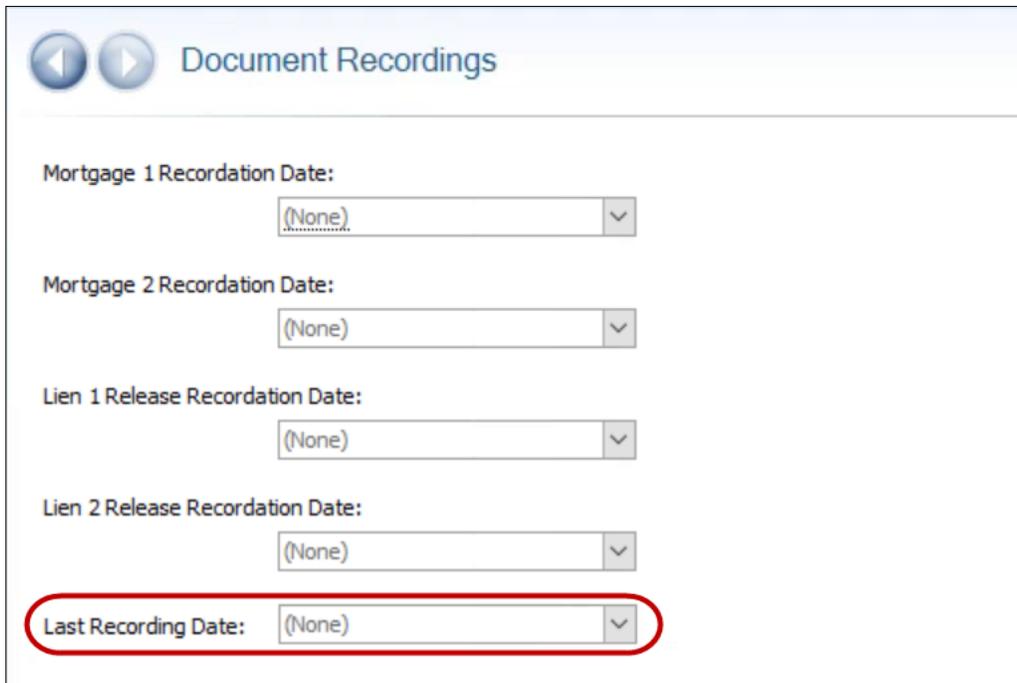
NEW/MOD	REQUESTED BY	FOOTPRINTS No(s).	TFS No(s).	FILE NAME (NEW ITEMS ONLY)
Mod	Kim Stone			

A new field has been added to the Document Recordings screen,

- > Last Recording Date

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

- > CT Wisconsin - Escrow
- > CT Wisconsin - CSS
- > CT Wisconsin - Title



The screenshot shows the 'Document Recordings' interface with the following fields:

- Mortgage 1 Recordation Date: (None)
- Mortgage 2 Recordation Date: (None)
- Lien 1 Release Recordation Date: (None)
- Lien 2 Release Recordation Date: (None)
- Last Recording Date: (None)** (This field is circled in red in the original image)



# NOVEMBER RELEASE NOTES

## TECHNICAL NOTES (FOR LOCAL IT/SUPPORT)

### *DOCUMENTS*

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

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