

# SOFTPRO SELECT

January 2022  
RELEASE NOTES



Testing Release Date: January 6, 2022  
Production Release Date: January 10, 2022

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ALL STATES/SITES

DOCUMENTS

Escrow

[Letter \(Ten Day Notice\)](#)

<b>New/Mod</b> New	<b>Requested By</b> Settlement	<b>Incident No.</b>	<b>TFS No.</b> 690490
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New document. Render to view entire form.



**Fidelity National Title**

236 Quarry Road  
Greenville, FL 99999  
Phone: (800)777-4444 / Fax: (800)444-7777

**TEN (10) DAY NOTICE**

Eric Escrow  
Fidelity  
123 Escrow Avenue, Suite 200  
Midlothian, MD 23112

**Date:** January 6, 2022  
**File No.:** 2021100028  
**Borrower(s):** Billy Buyer  
**Seller(s):** Samantha Seller  
**Property:** 1500 Property Lane  
Detroit, CO 48225

Dear Fidelity,

Please be advised that the seller/buyer has made written demand for disbursement of the earnest money pursuant to the purchase contract and a copy of the demand is attached. If we have not received written mutual instructions to the contrary within ten (10) calendar days from the date of this notice, we will disburse the earnest money pursuant to the demand.

After disbursement of the funds held in our escrow, the file will be cancelled. Any original documents or invoices contained in the escrow file will be returned to the depositing party.

Sincerely,

*Joseph D Kirby*

Joseph D Kirby  
Title Examiner  
JKirby@notreal.com

cc: Linda Listing / Kelly Williams

**Affected item(s):**  
SSCORPD5785.doc - Letter (Ten Day Notice) (New)

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Posted Checks, Wires & Receipts for SmartVIEW			
<b>New/Mod</b> Change	<b>Requested By</b> DSG	<b>Incident No.</b>	<b>TFS No.</b> 685749
Adding an option to include Voided and Stop Pay checks			
<b>Affected item(s):</b> Posted Checks, Wires & Receipts for SmartVIEW			

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REPORTS

1099-S (Copy B)			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Reports Team	<b>Incident No.</b>	<b>TFS No.</b> 690774
Updated 1099-S (Copy B) per updated IRS guidelines for 2022			
<b>Affected item(s):</b> 1099-S (Copy B)			

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1099-S Exceptions by Branch, Escrow Officer/Closer			
<b>New/Mod</b> Change	<b>Requested By</b> FNF Config Team	<b>Incident No.</b>	<b>TFS No.</b> 686816
1. Updating the "Invalid TAXID/SSN" exception for individual sellers to only show when both individuals are missing their SSN.			
2. Adding new exception to show if an FNF Tax ID is used within an order for a seller contact			
<b>Affected item(s):</b> 1099-S Exceptions by Branch, Escrow Officer/Closer			

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Escrow Trial Balance			
<b>New/Mod</b> Change	<b>Requested By</b> NW IT	<b>Incident No.</b>	<b>TFS No.</b> 689518
Adding Project field as a group by option in group 1 and 2 drop downs and adding as a column on the Excel export showing after the settlement agent lookup code.			
<b>Affected item(s):</b> Escrow Trial Balance			

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Escrow Trial Balance (with IBA Balances)			
<b>New/Mod</b> Change	<b>Requested By</b> HTC/CT CO Ops	<b>Incident No.</b>	<b>TFS No.</b> 686429
1. adding branch to Excel export			
2. Adding an option to only show positive amounts			
<b>Affected item(s):</b> Escrow Trial Balance (with IBA Balances)			

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New/Updated/Move Lookup Codes			
<b>New/Mod</b> Change	<b>Requested By</b> FNT CO Ops	<b>Incident No.</b>	<b>TFS No.</b> 690092
1. change name of report to New/Updated/Move Lookup Codes			
2. Lookup codes to display drop down parameter			
A. change "NEW and UPD" option to "NEW - UPD - MOVE"			
B. Add option for "MOVE"			
3. Add logic to pull in people within a contact that have "MOVE" as their lookup code. This will be used for when a contact person changed offices and/or companies to associate them with the new company.			
<b>Affected item(s):</b> New/Updated/Move Lookup Codes			

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Orders by Status			
New/Mod Change	Requested By	Incident No.	TFS No.
	CO IMP Team		686459
Adding the Marketing Source main contact person to show on the Excel-All and Excel-Commercial exports.			
<b>Affected item(s):</b> Orders by Status			

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Profit Center Recap			
New/Mod Change	Requested By	Incident No.	TFS No.
	Novare Ops		687424
Adding new parameter for Commercial/Residential filtering			
<b>Affected item(s):</b> Profit Center Recap			

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Sales Rep Analysis			
New/Mod	Requested By	Incident No.	TFS No.
New	TT NV Ops		685739
New report for TT NV for Sales Reps Commissions			
<b>Affected item(s):</b> SSCORP5519.rpt - Sales Rep Analysis (New)			

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Stale Dated Check Letter			
New/Mod Change	Requested By	Incident No.	TFS No.
	DSG Ops		690598
Add new return address option for Cleveland PO Box			
<b>Affected item(s):</b> Stale Dated Check Letter			

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Start inHere DOP Orders			
New/Mod Change	Requested By	Incident No.	TFS No.
	MW IT		686653
1. Adding a new parameter for Commercial/Residential filtering			
2. Adding the name of the Selling Agent, Lender and Marketing Source contact to the Excel export			
<b>Affected item(s):</b> Start inHere DOP Orders			

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Template Applied			
New/Mod Change	Requested By	Incident No.	TFS No.
	FNF Config Team		686692
Adding new parameter for Commercial/Residential filtering			
<b>Affected item(s):</b> Template Applied			

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CALIFORNIA

DOCUMENTS

Escrow

<i>CAR Revisions (3)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Escrow Admin		689439
<p>Updated the below dropdown and updated the document for the new selections.</p> <div style="border: 1px solid gray; padding: 5px; margin: 10px auto; width: fit-content;"> <p>Enter the name of the escrow agreement document</p> <div style="border: 1px solid gray; padding: 2px;"> <p>01 - CA RES Purch Agmt &amp; JT EI</p> <p>02 - COMMERC PROP Purch Agmt &amp; JT EI</p> <p>03 - RES INCOME PROP Pur Ag &amp; JT EI</p> <p>04 - VACANT LAND Purch Agmt &amp; JT EI</p> <p>05 - AIR STANDARD OFFER Agmnt &amp; EI</p> <p>06 - NOTICE OF DEFAULT Purch Agmt</p> <p>07 - BUSINESS Purch Agmt &amp; JT EI</p> <p>08 - NEW CONST RES Purch Agmt &amp; JT EI</p> </div> </div> <p><b>Affected item(s):</b>            CAR Acceptance Letter - Buyer            CAR Acceptance Letter - Seller            CAR Acceptance Letter (No GPs)</p>			

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<i>EI CAR 2000 Amendment (EIS)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Settlement		689595
<p>Removed "2000" from the title.</p> <p><b>Affected item(s):</b>            EI CAR Amendment (EIS)</p>			

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<i>Preliminary Report Approvals (2)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Escrow Admin		690237
<p>Dropdown for CAR contract type has been updated and document updated to function with new selections.</p> <p><b>Affected item(s):</b>            Preliminary Report Approval - Buyer            Preliminary Report Approval - Buyer - DS</p>			

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<i>Satisfaction of Judgment-Full Release</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Alameda & Contra Costa	INC210595842	690516
<p>Added prompt for Plaintiff's name.</p> <p><b>Affected item(s):</b>            Satisfaction of Judgment-Full Release</p>			

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Title

<a href="#"><i>DRAFT - CLTA Preliminary Report Form 2006 (CA)</i></a>			
<b>New/Mod</b> New	<b>Requested By</b> NoCAL CPF/Property Insight Integration	<b>Incident No.</b>	<b>TFS No.</b> 690256
New DRAFT version of the CLTA Preliminary Report Form 2006 (CA) that is set up to not push information for the Property Insight integration.			
<b>Affected item(s):</b> DRAFT - CLTA Preliminary Report Form 2006 (CA)			

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COLORADO

REPORTS

Disbursement Approval Exception			
<b>New/Mod</b> Change	<b>Requested By</b> CO Acct.	<b>Incident No.</b>	<b>TFS No.</b> 690485
Adding the report to the ProTrust tree.			
<b>Affected item(s):</b> Disbursement Approval Exception			

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Escrow Trial Balance			
<b>New/Mod</b> Change	<b>Requested By</b> FT CO Ops	<b>Incident No.</b>	<b>TFS No.</b> 690521
Updating the "Include ledger comment" checkbox parameter to set the default as checked for CO Ops			
<b>Affected item(s):</b> Escrow Trial Balance			

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OPU Processor report			
<b>New/Mod</b> New	<b>Requested By</b> FT CO Ops	<b>Incident No.</b>	<b>TFS No.</b> 690690
New report for FT CO OPU Ops to show the orders assigned to the PPU Processor			
<b>Affected item(s):</b> SSCORP5527.rpt - OPU Processor report (New)			

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Policy Fallout			
<b>New/Mod</b> Change	<b>Requested By</b> FT CO Ops	<b>Incident No.</b>	<b>TFS No.</b> 690834
Adding new parameter for Title Company Number-Name			
<b>Affected item(s):</b> Policy Fallout			

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HAWAII

DOCUMENTS

Escrow

<a href="#">2022 N-288 Forms (2)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> HI	<b>Incident No.</b>	<b>TFS No.</b> 691261
Updated to most recent versions.			
<b>Affected item(s):</b> Form N-288 (2022) Form N-288A (2022)			

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Corporate/Consolidated Invoice			
<b>New/Mod</b> Change	<b>Requested By</b> TG of HI Ops	<b>Incident No.</b>	<b>TFS No.</b> 686678
Updating how the policy is shown for TG of HI			
<b>Affected item(s):</b> Consolidated Invoice Corporate Invoice			

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ILLINOIS

DOCUMENTS

Disclosure of Financial Interest			
New/Mod Change	Requested By	Incident No.	TFS No.
	MW IT		686617
Updating fees shown on the form as follows:			
1. removing endorsements from showing with the owners and lenders policies			
2. Adding the CUF fee to the seller side and PUF to the buyer side in item #3			
3. removing the recording service fee from item #5			
<b>Affected item(s):</b> Disclosure of Financial Interest			

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INDIANA

DOCUMENTS

Escrow

<i>Mortgage Exemption</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	FT IN	INC210569867	689516
Added applicant's phone number for Elkhart and St. Joseph Counties.			
<b>Affected item(s):</b> Mortgage Exemption			

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<i>Realtor Closing Information Request</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	CTNW IN		689496
Added Lender, Listing Agent and Selling Agent contact information.			
<b>Affected item(s):</b> Realtor Closing Information Request			

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<i>Updated forms to include RON</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	CT IN		689614
New documents. Render to view complete documents.			
<b>Affected item(s):</b> IND1350.doc - Account Payoff Hold Harmless (RON) (New) IND1351.doc - Affidavit (Mortgagors) (RON) (New) IND1352.doc - Affidavit (Not Same) (RON) (New) IND1353.doc - Affidavit (Vendor - Legal) (RON) (New) IND1354.doc - Affidavit (Vendor) (RON) (New)			

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REPORTS

Paid Policy Detail			
<b>New/Mod</b> Change	<b>Requested By</b> MW IT	<b>Incident No.</b>	<b>TFS No.</b> 687418
Updating to suppress the Policy Type column when report is run from IN profiles			
<b>Affected item(s):</b> Paid Policy Detail			

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MICHIGAN

DOCUMENTS

Escrow

<a href="#">ABAs</a>			
<b>New/Mod</b> Change	<b>Requested By</b> CT MI	<b>Incident No.</b>	<b>TFS No.</b> 689500
New and updated ABAs have been added per request.			
<b>Affected item(s):</b> Master ABA Disclosure			

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<a href="#">Affidavit (Affixture of Manufactured Home)</a>			
<b>New/Mod</b> Change	<b>Requested By</b> CT MI	<b>Incident No.</b>	<b>TFS No.</b> 689513
Updated to reflect most recent version.			
<b>Affected item(s):</b> Affidavit (Affixture of Manufactured Home)			

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MINNESOTA

DOCUMENTS

Escrow

<i>Affidavit (Seller)</i>			
<b>New/Mod</b> Change	<b>Requested By</b> System Admin	<b>Incident No.</b>	<b>TFS No.</b> 689263
Removed past 10 years residence reference and lines.			
<b>Affected item(s):</b> Affidavit (Seller)			

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MONTANA

DOCUMENTS

Escrow

<a href="#"><i>Lien Waiver</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> CT Billings	<b>Incident No.</b>	<b>TFS No.</b> 690530
Updated to prompt user for posted checked and a form will print for each chosen.			
<b><u>Affected item(s):</u></b> Lien Waiver			

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NEVADA

REPORTS

Alternate Bill Codes			
New/Mod Change	Requested By	Incident No.	TFS No.
	TT NV Ops		689667
<p>Creating alternate bill codes for NV to update what fees are shown in the various categories when the use alternate bill code checkbox is used:</p> <p>Escrow Revenue: ESC            Other Revenue: CAN, DOC, ESE, EAW, SUB, TAW, MIS, CPY, RCN, PLR, CTR, COM, SEA            Referral Revenue: RFI, RFE, NBI, NBE, NBINI, NBING            Title: TP, END</p> <p><b>Affected item(s):</b>            Order Count/Revenue Summary</p>			

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NEW HAMPSHIRE

DOCUMENTS

Escrow

<i>Deed (Warranty)</i>			
<b>New/Mod</b> Change	<b>Requested By</b> Liberty Title	<b>Incident No.</b>	<b>TFS No.</b> 690519
Revised the date above the signature line to reflect the closing date.			
<b><u>Affected item(s):</u></b> Deed (Warranty)			

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NEW MEXICO

DOCUMENTS

Escrow

<a href="#"><i>EI - Supplemental Holdback (Funds Held for Taxes) (EIS)</i></a>			
<b>New/Mod</b> Change	<b>Requested By</b> FT NM	<b>Incident No.</b> INC210574101	<b>TFS No.</b> 689498
Savings Account has been removed.			
<b>Affected item(s):</b> EI - Supplemental Holdback (Funds Held for Taxes) (EIS)			

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OHIO

DOCUMENTS

Escrow

<i>DTE 100 - Real Property Conveyance Fee Statement</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	CT OH		690422
<p>** FNOX profiles only</p> <p>Removed the buyer's forwarding address from tax billing address line to be filled in manually.</p> <p><b>Affected item(s):</b> DTE 100 - Real Property Conveyance Fee Statement</p>			

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<i>Survey Request - AT</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	AmeriTitle		690162
<p>Document revised to add the seller's phone number as well as the listing agent's name/phone number.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;">  <div style="text-align: right; margin-top: 10px;"> <p>236 Quarry Road Greenville, FL 99999 Phone: (800)777-4444 / Fax: (800)444-7777</p> </div> <p style="text-align: center; margin: 10px 0;"><b>SURVEY REQUEST</b></p> <p><b>Date:</b> January 6, 2022  <b>To:</b> Jimmy B's Surveying  <b>From:</b> Title Guaranty  <b>Escrow No.:</b> 2021100028-JDK  <b>Need By:</b> December 29, 2021  <b>Borrower(s):</b> Billy Buyer and BUYER LLC.  <b>Seller(s):</b> Samantha Seller and Super Seller LLC.  <b>Phone:</b> (919)555-5532  <b>Lender(s):</b> Lender Name  <b>Listing Agent:</b> Linda Listing - (919)334-3333  <b>Property:</b> 1500 Property Lane, Detroit, CO 48225  <b>Legal Description:</b>  For APN/Parcel ID(s): <b>DT2198</b></p> </div> <p><b>Affected item(s):</b> Survey Request - AT</p>			

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OREGON

DOCUMENTS

Escrow

<a href="#">FIRPTA - Certification of Non-Foreign Status (2)</a>			
New/Mod Change	Requested By	Incident No.	TFS No.
	WT Bend		690532
Updated to provide prompt to generate "single signor" version.			
<b>Affected item(s):</b> FIRPTA - Certification of Non-Foreign Status by Entity FIRPTA - Certification of Non-Foreign Status by Individual			

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<a href="#">Form WC (Affirmation for Withholding on OR Real Property) (2022)</a>			
New/Mod Change	Requested By	Incident No.	TFS No.
	OR		690542
Updated to reflect most recent version.			
<b>Affected item(s):</b> Form WC (Affirmation for Withholding on OR Real Property) (2022)			

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<a href="#">Request for Child Support Information</a>			
New/Mod	Requested By	Incident No.	TFS No.
New	WT Bend		690601
New document. Render to view entire form.			
 <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Oregon Department of Justice</p> <p><b>Oregon Child Support Program</b></p> <p>Supporting Parents to Support Children</p> </div> <div style="text-align: right;"> <p><b>Division of Child Support</b></p> <p>PO Box 14680 Salem OR 97309 800-850-0228 <b>OregonChildSupport.gov</b></p> </div> </div> <p style="text-align: center;"><b>Request for Child Support Information by a Lender, Title, or Escrow Company</b></p> <p style="text-align: center;">This form is only for use by lenders, title, or escrow companies. The Oregon Child Support Program does not verify income for creditors. If you need a copy of a child support order, you can obtain it from the circuit court where the order is filed.</p> <p style="text-align: center;">Please submit your request well in advance of closing. We will respond to your request within four business days. Fax requests to 503-986-0562 or 503-986-5379, or email to <a href="mailto:TEAD@doj.state.or.us">TEAD@doj.state.or.us</a>.</p>			
<b>Affected item(s):</b> ORD1509.doc - Request for Child Support Information (New)			

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WISCONSIN

DOCUMENTS

Escrow

<i>Dunn Town Assessment Form</i>			
<b>New/Mod</b> Change	<b>Requested By</b> Dane County	<b>Incident No.</b>	<b>TFS No.</b> 689607
Updated to reflect most recent version.			
<b>Affected item(s):</b> Dunn Town Assessment Form			

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<i>McFarland Village Assessment Form</i>			
<b>New/Mod</b> Change	<b>Requested By</b> Dane County	<b>Incident No.</b>	<b>TFS No.</b> 690430
Updated to reflect most recent version.			
<b>Affected item(s):</b> McFarland Village Assessment Form			

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LIBERTY TITLE

DOCUMENTS

Escrow

[Affidavit \(Continuous Marriage\)](#)

<b>New/Mod</b> New	<b>Requested By</b> Liberty Title	<b>Incident No.</b>	<b>TFS No.</b> 690462
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New document. Render to view complete version.

**AFFIDAVIT OF CONTINUOUS MARRIAGE**

**Escrow No.:** 2021100028-JDK  
**Borrower(s):** Billy Buyer  
                   BUYER LLC.  
**Seller(s):** Samantha Seller  
                   Super Seller LLC.  
**Property:** 1500 Property Lane  
                   Detroit, CO 48225

BEFORE ME, the undersigned authority duly authorized in the State and County/City aforesaid to take acknowledgment, on this 6th day of January, 2022, personally appeared [Billy Buyer](#) (hereinafter known as the "Affiants") who, being first duly sworn, depose and say:

1. THAT Affiants are the record title holders of the following described property, as evidenced by that Deed recorded among the land records of the [Carroll County](#), in [Smithfield, NC](#).
2. THAT Affiants were married prior to the date of their acquisition of title to the afore described property, and have remained continuously married, without interruption by divorce, from that date up to and including the date of this Affidavit.
3. THAT Affiants give this Affidavit for the purpose of inducing [Chicago Title Insurance Company](#) to issue its policy or policies insuring the title to said property without exception(s) to encumbrance(s) which possibly could have arisen in the event of divorce of the Affiants heretofore; and to indemnify and hold [Chicago Title Insurance Company](#) and [Title Guaranty](#) harmless of and from any and all loss, cost, damage and expense of every kind, including Attorneys' fees, which said [Chicago Title Insurance Company](#) shall or may suffer or incur or become liable for under its said policy or policies arising directly or indirectly out of or on account of such an intervening divorce, or in connection with its enforcement of its rights under this agreement.

FURTHER THE AFFIANTS SAYETH NAUGHT.

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

[Billy Buyer](#) \_\_\_\_\_

**Affected item(s):**  
LIBD1223.doc - Affidavit (Continuous Marriage) (New)

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<i>Affidavit (Judgment)</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	Liberty Title		690462
New document. Render to view complete version.			
<div style="border: 1px solid black; padding: 10px;"> <p style="text-align: right; margin: 0;">JUDGMENT AFFIDAVIT</p> <p>STATE OF _____      Escrow No.: HF Liberty-JDK</p> <p>COUNTY OF _____      Borrower(s): Brian T. Buyer and Brenda T. Buyer               Buyer Family Trust</p> <p>   Seller(s): Stephen T. Seller and Stephanie T. Seller</p> <p>   Property: 100 Property Street, Unit 100A               Little Rock, AR 72209</p> <p>The undersigned, having first been duly sworn, hereby states and affirms that his name is <u>Brian T. Buyer</u>, his Social Security Number is _____, and that he has never been known by any other names, other than the following:</p> <p style="text-align: center;">Other names known by are listed here</p> </div>			
<b>Affected item(s):</b> LIBD1224.doc - Affidavit (Judgment) (New)			

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<i>Correction Agreement and Limited POA</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Liberty Title		689611
Updated to account for sellers.			
<b>Affected item(s):</b> Correction Agreement and Limited POA			

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<i>Deed (Warranty)</i>			
New/Mod	Requested By	Incident No.	TFS No.
Change	Liberty Title		690519
Revised the date above the signature line to reflect the closing date.			
<b>Affected item(s):</b> Deed (Warranty)			

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<i>Exhibit Pages TNR 12pt (2)</i>			
New/Mod	Requested By	Incident No.	TFS No.
New	Signature Title		690618
New documents. Render to view complete forms.			
<b>Affected item(s):</b> SSCORPD5786.doc - Exhibit Page - Escrow Legal (TNR 12pt) (New) SSCORPD5787.doc - Exhibit Page - Escrow Legal (Legal - TNR 12pt) (New)			

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*Letter (Discharge Tracking)*

<b>New/Mod</b> New	<b>Requested By</b> Liberty Title	<b>Incident No.</b>	<b>TFS No.</b> 690287
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New document. Render to view complete document.

	<p>100 Escrow Office Street EO City, FL 54545 Phone: (800)777-4444 / Fax: (800)444-7777</p>
<p>Wells Fargo Lender 1093 South Main Street City, WA 93901 Release/Satisfaction Department</p>	<p><b>Date:</b> December 22, 2021 <b>Ref. No.:</b> POLRef123 <b>Escrow No.:</b> JM CD Test 2021-SLM <b>Property:</b> 100 Property Avenue Property City, IN 55555</p>
<p>Dear Wells Fargo Lender:</p> <p>We recently completed a real estate settlement closing on <a href="#">December 20, 2021</a> for the above referenced property address. During the subject transaction, we issued a full lien/mortgage/deed of trust payment for:</p> <p><a href="#">This is my requirement.</a></p> <p>When possible, can your appropriate final documents, or post-closing department, please forward us a copy of the Recorded Release/Satisfaction? If this aforementioned document hasn't been put to public record yet, please provide a current status so that we may update all appropriate parties.</p>	

**Affected item(s):**  
LIBD1222.doc - Letter (Discharge Tracking) (New)

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*Letter (Master Loan Policy)*

<b>New/Mod</b> New	<b>Requested By</b> Signature Title	<b>Incident No.</b>	<b>TFS No.</b> 690630
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New document. Render to view complete letter.



**Fidelity National Title**

236 Quarry Road  
Greenville, FL 99999  
Phone: (800)777-4444 / Fax: (800)444-7777

  
  

**Lender Name**  
100 Address St.  
North Wales, PA 99999

**Date:** January 6, 2022  
**Escrow No.:** 2021100028-JDK  
**Loan No.:** Loan Number 325111  
**Property:** 1500 Property Lane  
Detroit, CO 48225

  
  

Dear [Lender Name](#),

Enclosed please find the master loan policy for the above referenced file.

If you have any questions, please feel free to contact me.

Sincerely,

*Joseph D Kirby*

Joseph D Kirby  
Title Examiner  
[JKirby@notreal.com](mailto:JKirby@notreal.com)

**Affected item(s):**  
LIBD1225.doc - Letter (Master Loan Policy) (New)

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*Letter (Survey Purchase) (MD)*

<b>New/Mod Change</b>	<b>Requested By</b> Liberty Title	<b>Incident No.</b> INC210605432	<b>TFS No.</b> 690360
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Document revised to remove the 2nd page.

 <b>Company Name</b>	100 Escrow Office Street EO City, MD 54545 Phone: (800)777-4444 / Fax: (800)444-7777
<b>APPROVAL FORM</b>	
<p><b>Order No.:</b> JM CD Test 2021  <b>Property:</b> 100 Property Avenue, Property City, MD 55555</p>	
<p>Check appropriate lines:</p> <p><b><u>LOCATION DRAWING:</u></b></p> <p><b>PLEASE NOTE: IN MOST CASES, THE LOCATION DRAWING IS ALL THAT IS REQUIRED BY YOUR LENDER FOR SETTLEMENT.</b></p> <p><input type="checkbox"/> We approve the preparation of a location drawing. We have read and understand that, in the absence of any problem revealed by or during the preparation of this drawing, it will be all that is required for settlement.</p> <p>The cost for this product does not usually exceed Two Hundred Fifty And No/100 Dollars (\$250.00) but may increase in cost depending on the size, location and/or complexity of the property.</p> <p><b><u>BOUNDARY SURVEY:</u></b></p> <p><input type="checkbox"/> We request a boundary survey that will include a location drawing, and will identify property boundary lines and mark property boundary corners. We have read and understand that this may not be required for settlement purposes and will increase the cost of the service.</p> <p>The cost of this product usually ranges from One Thousand Two Hundred And No/100 Dollars (\$1,200.00) to Three Thousand And No/100 Dollars (\$3,000.00) but may be higher and will require a deposit of Fifty Percent (50%) of the final estimated cost of the survey before any work is begun.</p>	

**Affected item(s):**  
 Letter (Survey Purchase) (MD)

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<i>Request for Information (Buyer-Borrower or Seller)</i>			
<b>New/Mod Change</b>	<b>Requested By</b> Liberty Title	<b>Incident No.</b> INC210605432	<b>TFS No.</b> 690152
Document has been revised to update the Deed Preparation fee to \$175.00.			
<div style="border: 1px solid black; padding: 10px;"> <p><b>REQUEST FOR INFORMATION AND AUTHORIZATION</b> (continued)</p> <p><b>CURRENT MORTGAGE HOLDER</b></p> <p>1st Lien: Lender Address: _____ Loan No.: _____ Phone: _____</p> <p>2nd Lien: Lender Address: _____ Loan No.: _____ Phone: _____</p> <p>Who will be preparing the Deed:</p> <p><input type="checkbox"/> Liberty Title (\$175.00 charged at closing)</p> <p><input type="checkbox"/> Seller's Attorney (Provide name and phone number of attorney. Deed must be delivered within 5 days of closing).</p> </div>			
<p><b>Affected item(s):</b> Request for Information (Buyer-Borrower or Seller)</p> <p><a href="#">Back to Table of Contents</a></p>			

<i>Tax Information Request</i>			
<b>New/Mod Change</b>	<b>Requested By</b> Liberty Title	<b>Incident No.</b>	<b>TFS No.</b> 690527
Tax ID and Lot No fields now populate from the property screen. The processor now pulls the escrow officer.			
<p><b>Affected item(s):</b> Tax Information Request</p> <p><a href="#">Back to Table of Contents</a></p>			



NOVARE NATIONAL SETTLEMENT SERVICES

REPORTS

Opened/Closed Pipeline (NOV)			
<b>New/Mod</b> Change	<b>Requested By</b> Novare Ops	<b>Incident No.</b>	<b>TFS No.</b> 690497
Adding three new columns to the Excel export for trust account code, settlement agent lookup code and title company lookup code.			
<b>Affected item(s):</b> Opened/Closed Pipeline (NOV)			

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Order Exceptions			
<b>New/Mod</b> Change	<b>Requested By</b> Novare Ops	<b>Incident No.</b>	<b>TFS No.</b> 690487
Updating trust account mis-match for trust account code NOV11UTFNTWF6547 to show as an exception if the settlement agent lookup code <> NOV-8050			
<b>Affected item(s):</b> Order Exceptions			

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TECHNICAL NOTES (FOR LOCAL IT/SUPPORT)

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

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

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