Real Property Settlement

Agenda

|  |  |
| --- | --- |
| **Settlement Date:** | «settlement\_day\_name», «settlement\_date» |
| **Location of Settlement:** | Maryland Department of Transportation  Office of Real Estate and Economic Development |
| **MC #:** | «McId» |
| **Property Name:** | «Property\_Name» |
| **SHA Project #:** | «Project\_» |
| **SHA Item #:** | «TBU\_Item\_s» |
|  |  |
| **Attendees** | |
| 1. «attendee\_01» | 6. «attendee\_06» |
| 2. «attendee\_02» | 7. «attendee\_07» |
| 3. «attendee\_03» | 8. «attendee\_08» |
| 4. «attendee\_04» | 9. «attendee\_09» |
| 5. «attendee\_05» | 10. «attendee\_10» |

I. Introduction

II. Review of Contract (Sale Documents)

III. Review of Plat

IV. Review of Deed

V. Review/Completion of MDOT Settlement Form

VI. Review/Completion of USA Patriot Act Form

(Attach copies of Certificate of Good Standing, as printed

from the Specially Designated Nationals List [SDNL])

(Attach copies of two forms of picture identification)

VII. Submission of Documents to Grantee (Original)

VIII. Submission of Documents to MDOT SHA (Original)

IX. Submission of Documents to MDOT TSO (Original)

X. Closing