**${AffiliateName}**

CTIA Office**:** SETTLEMENT DATE: \_\_\_\_\_\_\_\_\_\_\_\_

**${AffiliateName}** File No. **${FileNumber}**

EAGLE FATIC                        \*\*                          BASIC FATIC

Selling Agent: **${AffiliateAgentName}**

Originating Office: **${AffiliateAgentOffice} ${AffiliateAgentOfficeID}**

SELLER: **${Seller1Fullname},  ${Seller2Fullname}**

BUYER: **${Borrower1Fullname}, ${Borrower2Fullname}**

Property Address: **${PropertyAddress}, ${PropertyCity}, ${PropertyStateAbbr} ${PropertyZip}**

COUNTY: **${PropertyCounty}**

**${EstateTypeFeeOrLease}**

LENDER**:${LenderName}**

Assume - FHA - VA - CONV                          Loan Amount: **${LoanAmount}**

Sale Price: **${SalesPrice}**

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

\_\_\_\_ **${AffiliateName}** .REF

\_\_\_\_ file front                                                              \_\_\_\_ P/O #1

\_\_\_\_ title report                                                           \_\_\_\_ P/O #2

\_\_\_\_ survey                                                                 \_\_\_\_ P/O #3

\_\_\_\_ **${AffiliateName}** affiliation

\_\_\_\_ binder done

\_\_\_\_ copy new docs                                               \_\_\_\_ check/HUD-1 to accounting

\_\_\_\_ Lender instructions

\_\_\_\_ HUD-1                                                          Title Policy Shipped \_\_\_\_\_\_\_\_\_

\_\_\_\_ EXHIBIT A legal

\_\_\_\_ notice of right to obtain title insurance

\_\_\_\_ if REISSUE used, prior policy rec'd              File Closed:\_\_\_\_\_\_\_\_\_\_

**${AffiliateName}**

**${AffiliateAddress1} ${AffiliateAddress2}**

**${AffiliateCSZ}**

TO: CAPITOL TITLE INSURANCE AGENCY, INC.

**${AffiliateName}** File No. **${FileNumber}**         Anticipated Closing Date: **${SettlementDate}**

Re: Property Address: **${PropertyAddress}**

**${PropertyCity}, ${PropertyStateAbbr} ${PropertyZip}**

Pursuant to your request, we have prepared and enclose herewith a title insurance commitment in connection with the above referenced file.

Upon completion of settlement, the following will be necessary to issue the final insurance policy:

                  a. Evidence of satisfaction of all requirements contained on Schedule B,

                      Section 1, for our review;

                  b. Applicable title insurance premium;

                  c. Evidence of document recordation so we can issue the final title insurance

                      policy;

                  d. Addresses for mailing of policies.

If you have received a fax copy of title commitment, original will be sent to your office through CTIA courier. Please contact the undersigned if you have any questions.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  BY:

**${UserName}**

**1. Please insure that ${AffiliateName} is shown on HUD-1 as having prepared title commitment**

**2. Form attached for return of POST CLOSING pkg and subsequent recording receipt.**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

The following items were NOT included with your binder request and MUST BE PROVIDED to **${AffiliateName}** BEFORE SETTLEMENT:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**${AffiliateName}**

**${AffiliateAddress1} ${AffiliateAddress2}**

**${AffiliateCSZ}**

AFFILIATED SERVICES, LLC.

P.O. BOX 538, Severna Park, MD 21146

Attn: ACCOUNTING DEPARTMENT

Re: Property Address:                                           SETTLEMENT DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**${PropertyAddress}**

**${PropertyCity}, ${PropertyStateAbbr} ${PropertyZip}**

**${AffiliateName}** File No. **${FileNumber}**

      Selling Agent**: ${AffiliateAgentName}**

      Originating Office: **${AffiliateAgentOffice} ${AffiliateAgentOfficeID}**

Gentlemen: Pursuant to your request, we have enclosed herewith the following in connection with the above referenced file:

          \_X\_                           A Check #\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for **${AffiliateName}** revenue

          \_X\_                           HUD-1/CD copy

\_\_\_\_\_\_\_EAGLE protection (per HUD-1/CD)              or                         \_\_\_\_\_\_ Basic FATIC (per HUD-1/CD)

**1STLIEN**

$\_\_\_\_\_\_\_ TOTAL REVENUE check from CTIA to ${AffiliateName}

(Agent portion of Title Insurance Premium and Prep Title Commitment)

$\_\_\_\_\_\_\_ ($75) Above revenue check includes commitment preparation fee (Y/N) \_\_\_\_

**2STLIEN**

$\_\_\_\_\_\_\_ TOTAL REVENUE check from CTIA to ${AffiliateName}

(Agent portion of Title Insurance Premium and Prep Title Commitment)

$\_\_\_\_\_\_\_ ($75) Above revenue check includes commitment preparation fee (Y/N) \_\_\_\_

                                                                                                                                                                                                                                                  ${AffiliateName}

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_            BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Separate Check for FATIC portion

1ST Lien Premium: $\_\_\_\_\_\_\_\_\_\_ 2nd Lien Premium: $\_\_\_\_\_\_\_\_\_\_

CTIA check payable to FATIC: $\_\_\_\_\_\_\_\_\_\_\_\_