



August 14, 2017

Amita Prajapati and Deepak Maharjan  
9010 Town and Country Blvd  
Apt E  
Ellicott City, MD 21043

RE: 33 Methwold Court, Owings Mills, MD 21117

Tentative Settlement Date: September 12, 2017

Dear Amita and Deepak,

Congratulations on the purchase of your new home and thank you for allowing Lakeside Title to participate in your exciting new venture. As your title company, we will order and examine a title search (and location drawing, if applicable) on the property named in your contract of sale. The primary goal of this review is to discover any potential title defects which would prevent us from issuing title insurance which provides protection to you and your lender.

Lakeside works closely with your Realtor, your Lender and the local government offices. Just a few of our duties include examining various title documents, issuing lender's/owner's title policies, identifying, obtaining and paying off existing loans/liens secured by the property, preparing settlement documents, conducting closing, disbursement of funds, and recording documents among the Land Records office. At settlement we will explain the title insurance and its benefits. At Lakeside, we default to the enhanced policy as it offers you greater coverage. Again, details will be explained at the time of closing. We have requested that the seller provide a copy of their title insurance policy, as it may entitle you to a discount.

Enclosed along with this letter is a Homebuyer response form. It is important that you complete this questionnaire and return it to us as soon as possible. The accuracy of your documents and settlement sheet depends on it.

Often, we are unable to provide a final closing amount in time for you to send your wire or secure your cashier's check. This is not unusual. In this case, please refer to your most recent Good Faith Estimate for an estimated amount. **All funds needed for closing in excess of \$5000, must be wired** using the enclosed wiring instructions. If your required funds are \$2000 - \$5000, they must be in the form of a cashier's check, and **must be made payable to Lakeside Title Company**. Should your wire/cashier's check be in excess of the amount needed for settlement, Lakeside will refund the difference at closing. Please also remember to bring your personal checkbook, just in case additional funds are needed. Lakeside Title will accept personal checks up to \$2000.00. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

In some cases, your lender may require additional information as well. You may want to contact your loan officer a day or two prior to settlement to ensure that all closing conditions of the loan have been satisfied. Please also bring with you two forms of identification. The first must be a **valid** government issued form, such as a driver's license or passport. The second can be any other type of official documentation with your name on

it including, but not limited to, a credit card, health insurance card, employment badge, birth certificate, social security card, library card, discount club card, etc.

Please make every effort to be on time for closing. Even a short delay in your closing could adversely affect all of the remaining closings that day. Should you discover your closing will need to be cancelled or postponed, please contact us as soon as possible.

For directions to our office or more information about Lakeside Title, title insurance and the settlement process, please visit our website at [www.LakesideTitle.com](http://www.LakesideTitle.com). Please do not hesitate to contact us with questions. Please note that the title review we perform is for the sole purpose of issuing title insurance, and should you require an additional or more specific review please contact us immediately.

Again, we are grateful for the opportunity to play such an important role in your future.

Sincerely,

Lakeside Title Company

- Are you a First Time Maryland Homebuyer? Yes / No ✓ (A first Time Maryland Homebuyer is someone who has never purchased a property in Maryland OR has never occupied a property where he/she has also been named on the Deed to that property.)
- Are all parties named in the Deed planning to occupy the property? Yes / No ✓
- Are all Buyers planning to attend settlement? ✓ Yes / No If no, are you using a Power of Attorney? Yes / No (Please include a copy of said Power of Attorney for approval/ review. The original POA must be provided at settlement.) It is important for all parties to attend closing. Please make every effort to attend. In the case it is impossible for a Buyer/Borrower to attend closing, special arrangements should be made at this time.
- Is the settlement of this property contingent upon the successful settlement of another property? Yes / No ✓ (Lakeside requires funds coming from prior closings to be wired. Please contact us and we will be happy to make arrangements for you.) Please provide the HUD1 Settlement Statement from the prior closing to Lakeside Title.
- Is this a Cash transaction? Yes / No ✓ \_\_\_\_\_ (Initial here) **FOR CASH TRANSACTIONS, BUYERS WILL BE REQUIRED TO PURCHASE TITLE INSURANCE.** Please contact your settlement officer immediately should you have any questions regarding this requirement.

MD34401

Lender/Mortgage Company Towne Bank Mortgage

Contact phone # 410-960-1324 Loan Officer and/or processor Steve Brunett

- Will there be a 2<sup>nd</sup> mortgage/Home Equity Line of Credit/Business Loan (IDOT) to be settled at the same time of the purchase closing? Yes / No ☒
- Will you be paying off credit cards/car loans at closing? Yes / ☒ No If yes, please provide your most recent statements to Lakeside Title prior to closing.

My proposed/preferred closing date is 9/12/2017

I would like the copies of my settlement documents delivered to me electronically through Digital Docs: ☒ Yes or ☐ No

You will need to bring the following to settlement:

\_\_\_\_\_ (Initial here) Two forms of identification – one must be a Driver's License or Passport

\_\_\_\_\_ (Initial here) **Funds required for closing in excess of \$5000 MUST be wired using the enclosed wiring instructions.** A cashier's check, MADE PAYABLE TO LAKESIDE TITLE COMPANY, is acceptable, but only up to a maximum of \$5000. Personal checks are only accepted for funds less than \$2000.

\_\_\_\_\_ (Initial here) Checks made payable to anyone other than LAKESIDE TITLE COMPANY will not be accepted.

8/15/2017  
Homebuyer's Signature/Date

My signature above hereby gives permission to Lakeside Title to request and receive information on my behalf.

Social Security # 485-37-5121

8/15/2017  
Homebuyer's Signature/Date

Social Security # 777-72-5724

## CHOICE OF TENANCY

Re: 33 Methwold Court, Owings Mills, MD 21117  
File No. **MD34401**

In connection with our purchase of the Property, we hereby direct **LAKESIDE TITLE COMPANY** to recite, in the Deed, Deed of Trust (if any), Title Insurance Policy(ies), and any other necessary or appropriate documentation the following tenancy, indicated by our initials in the area provided below:

- ( ) 1. **SOLE OWNER:** An undivided ownership interest by **one person** with no other party having a right or interest in or to the Property.
- ( ☒ ) 2. **TENANTS BY THE ENTIRETY:** An undivided ownership by both **legally married spouses**, with the right to the entire property passing to the surviving spouse upon the death of one (1) spouse.
- ( ) 3. **JOINT TENANTS:** An equal ownership interest by all parties named on the deed with rights of ownership vesting in the survivor of all owners.

Example: Andy, Beth and Charles own Black Acre one-third each (1/3rd each). If Beth dies, Andy and Charles will each own one-half (1/2) of Black Acre.

- ( ) 4. **TENANTS IN COMMON:** An individual ownership interest in a portion of the Property (either equal or unequal) with another party and sharing a common interest and right to use as to the whole. Tenants in Common **does not provide** for survivorship rights. Thus, a will is recommended to identify the recipient of the ownership interest upon the death of one of the owners.

Example 1: Andy, Beth and Charles own Black Acre. Beth owns seventy percent (70%), Andy owns twenty percent (20%), and Charles owns ten (10%). Charles dies. Charles had a will which states that his interest should pass to his mother, Charlene. Charlene now owns a ten percent (10%) interest in Black Acre. If Charles dies without a will, his ten percent (10%) interest shall pass according to the laws of the **Maryland**.

Example 2: Andy and Beth are married but own Black Acre with Charles. Andy and Beth own a sixty percent (60%) interest in Black Acre, which they hold as Tenants by the Entirety. Charles owns a forty percent (40%) interest in Black Acre. As between Charles and the unit made up of Andy and Beth, the parties own Black Acre as Tenants in Common, for percent (40%) to Charles, sixty percent (60%) to Andy and Beth jointly.

_____ % to _____	_____ % to _____
_____ % to _____	_____ % to _____

We the undersigned Buyers, hereby acknowledge that we have been provided with the opportunity to consult with an attorney of our choosing as to which manner of title is suitable for our situation. Having been fully informed as set forth above, we direct **LAKESIDE TITLE COMPANY** to utilize the initialed tenancy in preparing documentation with respect to the property.

WITNESS OUR HAND AND SEAL:

\_\_\_\_\_  
Amita Prajapati

\_\_\_\_\_  
Deepak Maharjan