**ORDER SUMMARY – BUYER ONLY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Order Number:** | **{{RECTRANSACTIONID}}** | Settlement Date: | {{SETTDATE}} |
| Date Order Received: | {{ORDDATE}} | Contract Date: | {{SCONDATE}} |
| Received By: | {{RECVBY}ucase}} | Expires: | {{SCONEXPR}} |
| Sales Price: | ${{SALEPRIC}} | CTIC Order #: | {{Rectitleproductuniqueid}} |
| Earnest Money: | ${{DEPOSIT}} |  |  |

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| --- | --- | --- | --- |
| Property Address: | {{PROPSTRE}}, {{PROPCITY}}, {{STATELET}} {{PROPZIP}} | Brief Legal: | {{BLEGAL1}} {{BLEGAL2}} {{BLEGAL3}} |
| Property County: | {{COUNTY}} | Parcel: | {{PARCELID}} |
| Property Type:  (Policy Jacket) | {{POLCDESC}}  {{OPVER}}  {{LPVER}} |  |  |

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| --- | --- | --- | --- |
| **Buyer:** | **{{BYRCOMMA}}** | Seller: | {{SLRCOMMA}} |
| Address: | {{BYR1ADR1}}, {{BYR1ADR2}} | Address: | {{SLR1ADR1}}, {{SLR1ADR2}} |
| Phone: | {{BYR1CELL1}} | Phone: | {{SLR1CELL1}} |
| Email: | {{BYR1EMAIL}} | Email: | {{SLR1EMAIL}} |

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| --- | --- | --- | --- |
| **Buyer’s Attorney:** | **{{BYRATNAM}}** | Seller’s Attorney: | {{SLRATNAM}} |
| Firm Name: | {{BYRATFIR}} | Firm Name: | {{SLRATFIR}} |
| Address: | {{BYRATAD1}}, {{BYRATAD2}} | Address: | {{SLRATAD1}}, {{SLRATAD2}} |
| Phone: | {{BYRATPH}} | Phone: | {{SLRATPH}} |
| Email: | {{BYRATEMAIL}} | Email: | {{SLRATEMAIL}} |
| Additional Contact: |  | Additional Contact: |  |

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| --- | --- | --- | --- |
| **Selling Agent Name:** | **{{AG702NAM}}** | Listing Agent Name: | {{AG701NAM}} |
| **Firm Name:** | **{{AG702FRM}}** | Firm Name: | {{AG701FRM}} |
| Address: | {{AG702AD1}}, {{AG702AD2}} | Address: | {{AG701AD1}}, {{AG701AD2}} |
| Phone: | {{AG702PH}} | Phone: | {{AG701PH}} |
| Email: | {{AG702EMAIL}} | Email: | {{AG701EMAIL}} |

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| --- | --- | --- | --- |
| **Lender:** | **{{LENLEGAL}}** | Loan  Processor: | {{LOANPRCR}} |
| Lender Contact: | {{LENCONT}} | Phone: | {{LPROPH}} |
| Address: | {{LENADR1}}, {{LENADR2}} | Email: | {{LPROEMAIL}} |
| **Phone:** | **{{LENPH}}** |  |  |
| **Email:** | **{{LENEMAIL}}** |  |  |

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| **CHECKLIST TRACK ITEMS** | | | | |
| Status | Description | Date Ordered | Due Date | Notes, etc. |
|  | Title Search |  |  |  |
|  | Order Payoff |  |  |  |
|  | **HLA?** ($2,000,000.00 threshold) | **HLA Approval is required BEFORE Commitment submitted to lender/client** | | |

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| --- | --- | --- | --- |
| **CERTIFID CHARGES** | | | |
| Description | Collect Wire Instructions From: | Send Wire Instructions To: | Total Charge(s) |
| CertifID Fee ($10/wire) |  |  |  |
| CertifID Fee ($10/wire) |  |  |  |
| **DELIVERY CHARGES** | | | | |
| Description | Delivery To: | | Total Charge(s) | |
| Delivery Method ($40/delivery) |  | |  | |
| Delivery Method ($40/delivery) | LENDER - POST CLOSING DOCS | | $40 | |
| Delivery Method ($40/delivery) | LENDER – FINAL TITLE DOCS | | $40 | |
| Delivery Method ($40/delivery) | OWNER – FINAL TITLE DOCS | | $40 | |

**Notes:**