



# 12 WAYS TO HELP US STAY ON TOP OF YOUR TRANSACTION

As your title partner, we really want every transaction you entrust to us to proceed smoothly to closing. But a single missing document or even a change in circumstance can cause an unnecessary delay.

A proactive agent will be sure the home is priced right, will have checked out the property lines – including looking up flood zones – and will have been present during the home inspection to help the homeowner deal with any issues that could potentially postpone the closing.

In addition, here’s a short list of questions for review to help your title partner stay on top of your transaction:

- Are the sellers of the property in-state residents?
- Is the property held in trust?
- Has the Statement of Information been returned?
- Has a bankruptcy and/or discharge been filed?
- Are there loans showing on the preliminary title report (where available) that should have been re-conveyed?

If the answer is ‘yes’ to any of these questions, it would be in your best interest to call your title representative right away. Here’s another one to check:

- Is this a short sale?
- Is it an REO?
- Will your principals be using a Power of Attorney?
- Are any of the parties on the title deceased?
- Has there been a change in marital status?
- Is there, or will there be, a new entity formed, such as a partnership or corporation?

- Do all parties who are signing documents have a valid photo ID or driver’s license?

If the answer is ‘no,’ this is the time to have your clients remedy that potential obstacle.

Right-Click and select “Change Picture” to replace this image with an agent photo that is 1”wide x 1.25” high

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