

Title Insurance Loan Policy Checklist

Utilize the *Loan Policy Checklist* to assist you in obtaining accurate title policies and reducing the time you may spend resolving post-closing issues.

POLICY NUMBER: Each policy has a policy number.

AMOUNT OF INSURANCE: Amount of insurance on Schedule A of the policy matches the mortgage amount on loan documents. (Unless Reverse or Negative Amortization Mortgage)

NAME OF INSURED: Lender's name appears correctly. Include *Its Successors And/Or Assigns* (ISAOA), *As Their Interest May Appear* (ATIMA). Provide *Mortgage Electronic Registration* (MERS), *Housing and Urban Development* (HUD), and *Federal Housing Administration* (FHA) information, and address, if applicable and requested by Lender.

RECORDING INFORMATION: Recording information on Schedule A is filled in. (Date, Time, Book and Page)

BORROWER'S NAMES: Item #3 on Schedule A, *Title Vested In*, is identical to the borrowers names on the mortgage. Note: All owners of record, as identified in the deed, must be identified as borrowers on the mortgage.

ENDORSEMENTS: Required endorsements included or incorporated in by reference.

Examples: 8.1 Environmental Protection, Secondary Mortgage Market, other applicable state and transaction-specific endorsements.

EXHIBIT A / PROPERTY DESCRIPTION: Legal description of the land described on the policy matches the land described on the mortgage.

CORRECT COVERAGE: Correct policy type issued. Example: ALTA vs. EAGLE policy. (1-4 Residential Owner Occupied only including Condos)

SIGNATURES: Policy is signed.

FORMS: Each policy includes a Jacket, Schedule A, Schedule B, Part I, Schedule B, Part II (if applicable) and Exhibit A.

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