# OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY Approved Attorney Application

# GENERAL

1.	Name of applicant:						
	Social Security Number of Applicant:						
	Driver's License Number of Applicant:						
	Firm Name:				Fede	eral ID Number:	
	Address:						
	Phone:	Fax :					
	E-mail:						
	Web Address:						
	Title software used:						
2.	Organizational Form:						
	□ Corporation □ Partnership □ S	ole Pr	oprietorship	□Ind	lividua	al 🛛 Limited Liability Company	
3.	Date of applicant's admission to bar: State:						
4.	Brief summary of educational background	1:					
	School		Years Attended			Degrees Received	
	Law School:						
5.	Percentage of practice devoted to real est	tate:		_%			
6.	How many years' experience in real prope	erty/co	nveyancing la	aw does	appli	cant possess?	
7.	List any title insurance underwriters for wh	nich yc	ou are, or have	e previo	usly b	een an agent or approved attorney:	
	[]		· · · · ·				
	Underwriter	Beg	inning Year	End Y	ear	Underwriter/Agent Split	

8. Explain in detail the reasons that any agency or approved attorney relationship referenced in Item #7 was terminated:

9. Explain reason for now changing or seeking a new underwriter:

FIN	ANCIAL INFORMATION				
10.	Over the next twelve months, applicant anticipates:				
	Premium remittances to all title insurance underwriters \$				
	Proposed premium remittances to Mississippi Valley Title				
11.	During the past two calendar years, the following was the approximate premium remittance to all underwriters:				
	Year \$				
	Year \$				
12.	What volume of title insurance orders is anticipated to be submitted monthly, annually?				
13.	Does the applicant have any financial obligations under any agreement, oral or written, to any title insurance				
	underwriter currently or formerly represented by applicant?				
	If yes, provide details				
14.	Does applicant perform closings? □ Yes □ No				
	If no, who customarily performs closings?				
15.	Does the applicant maintain escrow/trust accounts? □ Yes □ No				
16.	Does the applicant disburse construction funds?				
	If the answer is yes to questions 14, 15 or 16, complete Pre-signing Escrow Audit Procedure/Questionnaire,				

INSURANCE COVERAGE

Exhibit 1 to this application.

Please provide requested information concerning insurance coverage. Supply complete copies of your Errors and

Omission policy, declarations page and application. If no insurance is in effect, so state.

17.	Fidelity/Surety Insurance Carrier:	
	Coverage Limit Each Claim: \$	Aggregate: \$
	Deductible: \$	Expiration Date:
18.	Errors & Omissions Carrier:	
	Coverage Limit Each Claim:\$	Aggregate: \$
	Deductible: \$	Expiration Date:

# MARKET INFORMATION

19.	Indicate percent	age of title i	nsurance business from ea	ach customer g	Iroup:		
	Lenders	%	Real Estate Brokers	%			
	Attorneys	%	Developers/Builders	%			
20.	Provide a list of	the top five	customers and the percen	tage of your tot	al business from e	each.	
21.			director (or members of th ding referrals of business t	,	applicant have an □ Yes	y ownership interest in □ No	
	lf yes, provide d	etails					
22.	List all other businesses in which you or the principals of applicant have any interest.						
	Name:			Federal ID N	lumber:		
	Address:			Туре	of Business:		
	Name:			Federal ID N	lumber:		
	Address:			Туре	of Business:		
23.	Do you handle (	or intend to h	andle) any closings or othe	er real estate tra	insactions for (a) y	ourself (or any member	
	of your family), or (b) any employee or owner of Applicant (or member of their family) or (c) for any entity owned						
	(partially or who	lly) by anyor	ne included in (a) or (b)?	□ Yes	□ No		
	If Yes, Identify t	he Person o	r Entity and provide a sum	mary (including	g frequency) of the	representation:	

# LOSS HISTORY

24. List all claims/losses paid or pending involving applicant's title insurance or escrow business. Include information as to type, i.e. forgery, mechanic's lien, etc.

Year of Loss	Amount of Loss	Type of Loss	Applicant or Underwriter Paid

(Please attach additional page if needed)

## TITLE INSURANCE POLICY PRODUCTION

25.	Sources of title evidence:					
	□ Abstracts	Public Records				
	□ Title Plants ( Descr	ibe nature of plant interest, i.e. total owne	ership, partial ov	vnership, lease contract rig	ghts, etc.)	
26.	Does the applicant a	inticipate obtaining all title insurance co	ommitments an	d policies directly from O	ld Republic	
	Title Insurance Com	pany's Underwriting Department?	□ Yes	□ No		
		of Old Republic Title Insurance Com title insurance commitments and polici				
27.	Title searches perfor	med by:				
	□ Attorney - Name:		$\Box A$	Applicant employees		
	□ Independent contr	actors - Name:	□ Othe	r (describe):		
28.	Examinations perform	med by:				
	□ Attorney - Name:			Applicant employees		
	□ Independent contr	actors - Name:	Othe	r (describe):		

# OWNERSHIP AND OFFICERS

- 29. The name, address, occupation and percentage interests of all owners/partners having an interest in applicant should be identified in Exhibit 2, Part A attached hereto.
- 30. The name, title, address, social security number, previous employers, and experience of each of the principal officers, senior title executive and all escrow personnel should be identified in Exhibit 2, Part B attached hereto.

## REFERENCES

- 31. The identity, occupation, address, fax number and telephone number of four references, including the reference of one financial institution, should be listed on Exhibit 2, Part C attached hereto.
- 32. Have you or any other firm members been, or are you now, the subject of any disciplinary proceedings by any bar organization?□ Yes□ No

If yes, provide details on separate attached statement.

33. Has applicant or any owner, key employee, partner, principal shareholder, director or officer of applicant ever been the subject of a grievance, complaint or proceeding relating to their conduct as a title insurance agent or their capacity as a fiduciary or in their professional capacity; a defendant in any criminal or civil proceeding involving violation of any state or federal law; the subject of any bankruptcy proceeding; canceled or refused professional liability or fidelity bond coverage; or failed to pay any sums of money or premiums due to any title insurance underwriter or any other creditor?

If yes, provide details on separate attached statement.

# PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING

\_\_as applicant on behalf of \_

Name of Applicant

Firm Name

\_\_\_\_\_as approved attorney. Applicant(s) represents that Applicant(s)

has authority to make such application on behalf of Approved Attorney. It is understood and agreed that no relationship exists between Applicant and Old Republic National Title Insurance Company unless and until and Approved Attorney Agreement is executed by both parties:

#### **Disclosure and Release of Information Authorization**

The individual applicants signing below are principals and/or key employees of Applicant, and each by signing below is providing Insurer continuing authorization as set forth therein, and each are referred to individually herein below as "I", "My", "Me", "You", "Your", and "Yours". The Federal Fair Credit Reporting Act is referred to as "FCRA".

#### Disclosure

Subject to Your written authorization, this is notice to You that Insurer may procure a written, oral or other communication containing information by a consumer reporting agency, bearing on Your individual credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living, which will be used or is expected to be used or collected in whole or in part for the purpose of serving as a factor in establishing the eligibility of Applicant being appointed as an Approved Attorney of Insurer.

In lieu thereof or in addition thereto, an "investigative consumer report" may be procured, which is defined under FCRA as including information on Your character, general reputation, personal characteristics, or mode of living, obtained through personal interviews with neighbors, friends or associates of Yours reported on or with others with whom You are acquainted or who may have knowledge concerning any such items of information.

You may request a copy of any such report that is prepared and You may also request the nature and substance of all information on You that is contained in the files of the consumer reporting agency. To receive the information, You must provide proper identification as required under FCRA. Currently, You should direct Your request to Old Republic National Title Insurance Company, 124 One Madison Plaza, Suite 2100, Madison, MS 39110-202, Telephone # is 1-800-647-2124. In the event Insurer utilizes a different consumer reporting agency in the future, alternative contact information will be provided.

#### Written Authorization

I understand that Insurer may not obtain any consumer report on Me without My consent in writing. I hereby authorize Insurer and such consumer reporting agency it chooses to use, to retrieve (both pre-application and during the approved attorney relationship with Insurer, if appointed) information from all personnel, educational institutions, government agencies, companies, corporations, consumer credit reporting agencies, law enforcement agencies at the federal, state, county or city level, workers' compensation agencies or individuals, relating to My past activities, to supply any and all information concerning My background. The information received may include, but is not limited to, records regarding My academic, residential, and job performance histories, business activities, involvement in litigation, personal history, credit reports, driving history and criminal history records. I hereby authorize Insurer to disclose any such information obtained to other Principals of the Proposed Approved Attorney. I understand and agree that My authorization is a continual authorization, in that it shall continue to be in effect during this application period and for the duration of any Approved Attorney Agreement entered into between Insurer and the Applicant, their respective successors and assigns.

I hereby release any individual or institution, including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may result to Me because of compliance with this authorization and request to release information or any attempt to comply with it. I hereby agree that an electronic, photocopy or facsimiled copy of My authorization with an electronic, photocopy or facsimile copy of My signature shall be deemed as binding, valid, genuine and authentic as an original authorization and signature for all purposes.

Print Name	Signature	Date
	Sidilature	Date
	0	

Note: The following is provided voluntarily and is not considered a part of the Approved Attorney Application. It is used for identification purposes in verifying information and obtaining the information described above:

# PLEASE PRINT CLEARLY

# **Applicant:**

Last Name	First Name	First Name		Social Security
Street Address	City	State	Zip Code	U.S. Citizen (Y/N)
Drivers License #	State of License	E>	pires On	Date of Birth

List any other NAMES you have used and any CITIES and STATES in which you lived during the past 7 years. (Attach additional pages if necessary.)

# EXHIBIT 1 PRE-SIGNING ESCROW AUDIT PROCEDURE/QUESTIONNAIRE

1.	Approximately how many closings have occurred over the last six months?				
2.	Is a separate escrow or trust account maintained for real estate settlements and escrow funds?				
3.	List all escrow checking accounts:				
4.	Who prepares the bank reconciliations (name and position)?				
5.	Who reviews the reconciliations (name and position)?				
6.	Are escrow liabilities balanced to reconciled escrow cash in bank monthly	/? □ Yes	□ No		
7.	Is an escrow account trial balance of all open file balances (both debit and escrow liability control account whenever bank accounts are reconciled?	credit) prepared and □ Yes	reconciled to the □ No		
	Is there management review of the trial balance and reconciliations?	□ Yes	□ No		
8.	Are procedures in place to properly segregate cash receipts, cash dis functions, or as an alternative, are reviews in place to cross-check trans duties is not possible?				
-					

9. Are procedures in place to follow up on the recording of satisfactions of mortgages paid in escrow?

 $\Box$  Yes  $\Box$  No

# EXHIBIT 2

# **OWNERSHIP OFFICERS AND REFERENCES**

# PART A

List all owners/partners having interest in Applicar	t:	
Name:		
Address:		
Occupation:	Percentage	Interest:
Name:		
Address:		
Occupation:	Percentage	Interest:
(Please attach additional page if needed)		
PART B		
Give the following narrative information concern personnel:	ing the principal officers,	senior title executive and all escrow
Name:	Title:	
Address:		
Years of Experience:	Social Security N	umber:
List of Previous Employers:		
	From	То
	From	То
	From	То
Name:	Title:	
Address:		
Years of Experience:	Social Security N	umber:
List of Previous Employers:		
	From	To
	From	То
	From	То

(Please attach additional page if needed)

# EXHIBIT 2 - Con't

## PART C

Please provide four references, including one bank. Preferably these are professionals/customers familiar with the applicant experience and ability:

Name:	Occupation:
Address:	
	Fax # or E-mail address:
Name:	Occupation:
Address:	
	Fax # or E-mail address:
Name:	Occupation:
Address:	
Phone:	Fax # or E-mail address:
Name:	Occupation:
Address:	
Phone:	Fax # or E-mail address:
Bank Name:	Contact:
Address:	
Phone:	Fax # or E-mail address: