



SELLER CLOSING CHECKLIST

helping you
get moving



Our Location

13029 W Linebaugh Ave, Ste 102
Tampa, FL 33626
orders@insured-title.com
<https://www.insured-title.com>
813-855-3585



Congratulations on
your new contract!
We are very excited to
be working with you
and have prepared
the following so you
have a guide as we
move towards your
closing day.

YOUR CLOSING IN RECORD TIME

You are on your way to your new home.

We're here to help you through the buying process to ensure a smooth closing where you know what's happening every step of the way. Along with your real estate agent, we will answer your questions and get you moving.

A few of the questions we will answer are:

- ❑ What steps are involved in the closing process?
- ❑ What happens at closing?
- ❑ What do I need to bring to closing?
- ❑ What is a title search?
- ❑ What kinds of problems can a title search reveal?
- ❑ What is title insurance and why do I need it?
- ❑ Am I responsible to pay for the title insurance?
- ❑ If so, what will title insurance cost me?
- ❑ Why Insured Title Agency?

If you have further questions, please feel free to contact us at the telephone numbers referenced on the cover. We look forward to working with you and answering any questions you may have.

THE CLOSING PROCESS



Buyer and Seller agree to terms and sign contract



Contract and Escrow Deposit are submitted to Insured Title Agency



Inspection and Appraisal (if applicable) are completed



Title Search and Examination are completed



Title processor works to clear any title matters



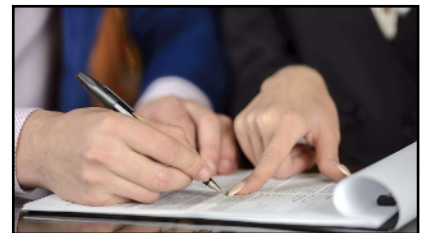
Once all title matters are clear the file is given to the closing coordinator ("Closer")



The Closer prepares all documents for closing



The Closer coordinates the date and time with all parties for closing



All parties meet at our office to sign documents and exchange keys



We record the transfer documents in the public records of the appropriate county to complete the transfer



If you have any questions or concerns during this process, please call, 813.855.3585 or email orders@insured-title.com

The logo for Insured Title Agency (ita), featuring a blue sphere above the lowercase letters "ita" in a serif font.

TITLE FAQs

What is a title?	When you purchase a home, you are really purchasing the title to the property—which is the right to occupy and use the space. That title may be contested based upon past rights and claims asserted by others. These types of claims can cause you to lose money or even worse... lose your home.
What is a title search?	A title search is a detailed examination of the historical records concerning a property. These records include deeds, court records, property and name indexes, and many other documents. The purpose of the search is to verify the seller's right to transfer ownership, and to discover any claims, defects and other rights or burdens on the property.
What kinds of problems can a title search reveal?	A title search can show a number of title defects and liens, as well as other encumbrances and restrictions, which include (but not limited to) unpaid taxes, unsatisfied mortgages, judgments against the seller and restrictions limiting the use of the land.
Are there any problems that a title search cannot reveal?	Yes. There are some "hidden hazards" that even the most diligent title search may never reveal. For instance, the previous owner could have incorrectly stated his or her marital status, resulting in a possible claim by a legal spouse. Other "hidden hazards" include fraud and forgery, defective deeds, mental incompetence, confusion due to similar or identical names, clerical errors in the records and many more. These defects can arise after you've purchased your home and can jeopardize your right to ownership. "Title insurance" protects your right to ownership.
What is title insurance?	Title insurance is your policy of protection against loss if any of these problems — even a "hidden hazard" — results in a claim against your ownership.
How does title insurance protect my investment if a claim should arise?	If a claim is made against your property, title insurance will, in accordance with the terms of your policy, assure you of a legal defense — and pay all court costs and related fees. Also, if the claim proves valid, you will be reimbursed for your actual loss up to the face amount of the policy.
What is a closing?	Closing, which is also known as "settlement" or "escrow" is the event where the title to a property is transferred from seller to buyer. Closing is typically held in an office and involves the completion of all the necessary paperwork to finalize the agreement between buyer and seller. In addition, all financial issues are settled at closing —closing costs — and once the title is successfully transferred, the necessary documents are prepared, signed, and filed with local authorities.

CLOSING DAY

It's finally here. Now here's what to expect.



Step 1

Set your closing time with your closing coordinator. Can't come to us? No problem! ITA offers mobile closings. We will have a notary meet you where ever you need.



Step 2

Your title team will coordinate with the buyer and their lender to complete all closing documents, confirm funds and secure a timely closing.



Step 3

All funds are received and verified. Any debits will be taken from the proceeds of the sale.



Step 4

Your closing funds will be wired or check presented/mailed.

Happy Closing!


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