

Escrow BootCamp
DESKTOP REFERENCE GUIDE
Table of Contents

1. OPENING THE TITLE ORDER	3
2. THE TITLE COMMITMENT	6
3. THE GAP	27
4. TENANCIES	30
5. TITLE INSURANCE POLICIES	36
6. TITLE PREMIUM RATES	57
7. RISK ASSESSMENT AND ELIMINATION	62
8. REVIEW OF THE PURCHASE FILE	66
9. PROCESSING TO AUDIT PROOF YOUR FILE	81
10. SPLIT CLOSINGS	110
11. PROPERTY TAX ACCOUNTING FOR CLOSING	114
12. FIRPTA	125
13. ELEMENTS OF A SUCCESSFUL ESCROW AGREEMENT	136
14. PROCESSING THE REFINANCE FILE	157
15. ASSESSOR’S OFFICE FORMS	174
16. RECORDING – GETTING IT RIGHT	184
17. ON BEING A CLOSING AGENT	207
18. TEST YOURSELF	213
19. INDEX	221