

TITLE COMPANY CLOSING AGENT REQUIREMENTS

We must receive the required documents 72 hours before a Clear to Close is issued or funding will be delayed

Title Company Requirements

- Completed Application for Approval; partial applications will not be considered.
- Current Closing Protection Letter (CPL).
- Evidence of Errors & Omissions Insurance – OR – Fidelity Bond Insurance with coverage for negligence.
- Copy of filed Articles of Incorporation.
- Copy of filed active Fictitious Business Name Statement (if applicable).

Closing Agent Requirements (if utilizing a separate Title Company)

Error & Omissions or Professional Liability Declarations Page

- Binder acceptable, however binder expiration date will be used. Please send current policy, if available.
- Must reflect closing agent name as insured and the address for location submitted.

Wiring Instructions/Information

- Bank name and address.
- Name/Title of account must match other supporting documentation.
- Bank Routing/ABA number and receiver's account number.
- Closing agent letterhead, must reflect closing agent location address.

We will NOT wire funds to any Title Company that does not have current documentation, validation and approval with our office.

Funds will only be wired to the title insurer.

General Closing Protection Letter Requirements

- Signature of an authorized representative of issuing title underwriter.
- Reflect closing agent name and address requesting approval.
- Other office attachments must be specifically referenced in the body of the first page of the CPL.

CPL: Fremont Bank ISAOA
2850 Shea Center Drive
Livermore, CA 94551

A loan specific CPL will be needed for each transaction including borrower name / address / Fremont Bank loan number.

Fremont Bank will not do business with Broker Owned Settlement / Escrow companies.

NEW CLOSING AGENT AND/OR TITLE INSURER APPROVAL APPLICATION

Closing Agent Information (please check one):			<input type="checkbox"/> Title Company	<input type="checkbox"/> Settlement / Escrow Company
Complete Legal Name:				
Fictitious Business Name (if applicable):				
Principal/Owner (full name):				
Phone Number:		Fax Number:		Email:
Street Address:				
City:		State:		Zip:
Please check the box that applies: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> LLP				
State Organized In:				
Business's Tax ID Number:			License Name/Number:	
Loan Number Reference:				

Title Insurer Information:				
Title Insurer Name:				
Street Address:				
City:		State:		Zip:

Title Insurer Wire Information (if applicable)

Name/Title of Account:		Bank Account Number:		
Complete Bank Name:				
Bank Address (full address required):				
City:		State:		Zip:
Bank ABA Routing Number:			Phone Number:	

WE RESERVE THE RIGHT TO WIRE FUNDS TO THE TITLE INSURER ONLY.

Authorization to Release Information

The Title/Closing Agent as named above acknowledges that it is in the best interest of the Title/Closing Agent and Fremont Bank (and any subsidiaries or representatives) to perform due diligence to verify the existence of the Title/Closing Agent's business, its business practices, bank information, insurance information, etc., in connection with the closing of real estate secured transactions on behalf of Fremont Bank. The Title/Closing Agent and/or the undersigned declare that the foregoing information and all accompanying information are true to the best of his/her knowledge and belief. Title/Closing Agent hereby authorizes the release of information above to a Third Party Fraud Vendor for Fremont Bank and all information that may be required for the purpose of initial new closing agent/title insurer approval and periodic reviews of approved status.

Principal/Owner/Authorized Corporate Officer Signature:				
Printed Name:			Date:	
Phone Number:		Fax Number:		Email:

Please submit your completed "Application for Approval" by email to brokermanagement@fremontbank.com for immediate processing.