Typical Life of a Title Search:

THE PROCESS

Escrow Officer opens title orders with title unit.

Customer Service verifies legal and vesting, if needed.

Title orders to searching plant.

Computerized property chain and general index runs (Sellers/Buyers).

Searcher examines chain and general index.

Required documents are printed.

Search Hall of Records for manual searching, if necessary.

Examiner examines complete search package and writes Prelim Title Report.

Word Processing Department types Prelim and enters info into computer system.

Prelim is delivered to escrow and lender.

New documents/demands and Statement of Information submitted to title unit to check for accuracy.

Escrow authorizes recording.

Documents sent to County Recorder.

Documents record and encumbrances of record are paid off. Payoff statements are prepared and sent to escrow.

Title Officer writes title policies.

Word Processing Department prepares final title policies.

Title policies released to client.

PROGRESSIVE TITLE COMPANY, INC.

Part of the TRG Family of Companies

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