



7 STEPS OF A *Closing*



Sales Contract Received

All information is entered into our system and a physical file is created.



Pre-Processing

Information is gathered from all parties to begin the process of clearing title.



Processing/ Clearing Title

Making sure the buyer(s) will receive clear and marketable title to this property at closing and the closing team will have all the information they need to prepare the closing documents accurately.



Proofing

The closing team will sit down and familiarize themselves with the details of your file and make sure that the legal description of the property is accurate.



Balancing

The closing team will prepare the closing statement, title documents that will be signed at closing, and will schedule the closing with all parties. If the buyer is getting a loan, the closing team will also work closely with the lender to ensure their requirements for the loan disbursement are met.



Closing Day

The buyer(s) and seller(s) will meet with a closer/notary to sign closing documents. Funds will be disbursed AFTER all buyer and/or lender funds have been received and all closing documents have been signed. If the buyer is getting a loan, the lender might have funding conditions that must be cleared before they will allow us to disburse funds to anyone.



Post Closing

All invoices/payoffs are mailed out or wired. Recordable documents are sent to the register of deeds' office for recording. The register's office mails the newly recorded documents back to us, we prepare the title insurance policies and mail them out to the buyer and lender (if any). We overnight the signed loan package to the lender (if any).

What Does Clear Title Mean?

Legal Ownership: A clear title is the foremost proof of legal ownership of a property. It ensures that the person claiming ownership is indeed the rightful owner.

Avoiding Legal Disputes: A clear title helps to avoid legal disputes over the ownership of the property. It ensures that there are no other claims, liens, or encumbrances from third parties like creditors or heirs, which might challenge your ownership.

Peace of Mind: Knowing that your property title is clear provides peace of mind. You have the assurance that there will be no unexpected claims or legal complications related to the ownership of your home.