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POLICY TRANSMITTAL FORM

Policy No.

MP _____
OP _____
PC _____

Transaction Type

Purchase
 Refinance
 Reissuance

Property Type

Residential – 1-4 Family
 Non-Residential –
All Other Property Types

Property Address: _____

Gross Premium: \$_____

ENCLOSED WITH THE ABOVE POLICY/POLICIES ARE THE FOLLOWING:

CATIC Net Premium \$_____
Title Information Report (TIR) Fee \$_____
TIR Number: _____

Other Fees:

_____ \$_____
_____ \$_____
_____ \$_____
_____ \$_____

Total Amount Enclosed: \$_____

Items in bold are required for each policy

MORTGAGEE POLICY:

■ **Description from Mortgage Deed**

OWNER POLICY:

■ **Description from Warranty Deed**

SUPPORTING DOCUMENTATION:

- Copy of Payoff Letter and Payoff Check (if release of mortgage not obtained at closing)
- Owner's Affidavit (A-100)
- Survey
- Post Purchase Owner Policy Affidavit (A-109)
- Mechanic's Lien Waiver (A-110 and A-110.1)

Comments:

Agent No. _____

Agent Name: _____

Prepared by: _____

Date: _____