

UPDATE- 07/21/06

HIGHLIGHTS OF CHANGES TO THE SECTION 5100 TITLE PROCEDURES

- (A) All title reports and title chain forms must be downloaded from the Office of Real Estate web page or internally from the O:\ drive.
 - (B) The RE 46 form has been changed.
 - (C) Those performing title searches must travel to the courthouse and research the record—can no longer use electronic indices.
 - (D) Those signing title reports who have not researched the record will have committed a misrepresentation and will be removed from the list of pre approved consultants.
 - (E) The Title Update form is no longer used.
 - (F) Title Updates are no integrated into the RE 46 form.
 - (G) Hard copies and electronic copies of Title Reports and Title Chains are to be delivered to the Regions.
 - (H) FAQ's have been added to the procedures to provide further guidance.
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