Penn Attorneys, a Division of Ohio Bar Title Insurance Company

INSTANT POLICY REQUEST FORM

(Must be accompanied by a Preliminary Certificate)

From Approved Attorney: _____

Re Property Owner: _____

To Ohio Bar Title Insurance Company:

I hereby certify that the following matters will be taken care of with regard to the above referenced property:

1. All instruments necessary to create the estate or interest to be insured will be properly executed, delivered and duly filed of record.

   a. The Mortgage on my final policy will be identified by (**check only one**):

      ☐ Document / Instrument Number ☐ Book / Page Number

   b. Assignment of Mortgage: ☐ Yes ☐ No

      If yes, list exact name of Assignee:

      _____

(If assignee is Pennsylvania Housing Finance Agency, please list the date that will appear on the mortgage and assignment): _____

All open taxes and assessments and any penalties or costs accrued thereon listed on the attached preliminary certificate will be paid at closing.

   a. **Taxes** to be paid at closing include:_____

      _____

   b. **Assessments** to be paid at closing include:_____

      _____

ALL OPEN TAXES AND ASSESSMENTS NOT PAID AT CLOSING ARE PRESUMED TO BE NOT YET DUE AND PAYABLE.

2. All **open liens and judgments** listed on the attached preliminary certificate will be paid and satisfied or released of record with the exception of:

   _____

3. All **open mortgages** listed on the attached preliminary will be paid and satisfied or released of record with the exception of:

   _____

4. A **bringdown search** will be done verifying no new matters of record from the date of the Preliminary Certificate through the date and time of the recording of the documents [this is also the date and time of the policy(ies)].

_____ -OR- _____

(Approved Attorney Signature) (Registered PIN Number)

(6/11)