



Application for Agency

Please respond to each question in this application completely. Please attach additional sheets if additional space is required to provide a complete response.

I. APPLICANT INFORMATION

1. Name of Applicant: _____
2. Name of Firm: _____
3. Main Office Address: _____
4. Web Site: _____
5. Telephone No.: _____
6. Fax No.: _____
7. Email: _____
8. Date of birth: _____
9. Social security number: _____
10. Have You Been Known By Other Names? No ____ Yes _____ (Please list) _____
11. State(s) and year(s) admitted to practice law: _____
12. Approximate number of real estate closings conducted: _____
13. How long has Applicant been with this Firm? _____ Years (If less than two years, please state the last firm(s) with which the Applicant was affiliated and for how long.)

Name of Prior Firm

Years

14. How many attorneys are affiliated with the firm? _____

15. Please state what percentage of the firm's total practice is devoted to real estate matters. _____

16. Please state the total number of real estate transactions, including sales, purchases and refinances, conducted by the firm over the past two years. _____

17. How many non-attorneys are affiliated with the firm? _____

Please list the non-attorneys who will be working on title insurance matters.

Title	Years of Real Estate Experience
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Name: _____

Email Address: _____

Name: _____

Email Address: _____

18. Does the firm maintain one or more branch offices? Yes _____ No _____

Address

Telephone

Fax

Branch 1 _____
Branch 2 _____

19. Has Applicant or any attorney affiliated with the firm been disbarred, suspended or reprimanded for professional misconduct in any jurisdiction in which he/she is or was admitted to the practice of law?

Yes _____ No _____

If yes, please identify the attorney and state the nature of the discipline and the findings upon which it was based:

20. Is the Applicant or any attorney affiliated with the firm presently the subject of a grievance or disciplinary proceeding in this state? Yes _____ No _____

If yes, please provide a full explanation: _____

21. Does the firm derive 33% or more of its real property practice from a single client? Yes _____ No _____

If yes, please identify the client and state whether there is any special relationship with the client and the basis of any such relationship (e.g., relative, employer): _____

22. Please state the form in which the firm practices law.

Individual practitioner Partnership Professional corporation
 Limited liability company Limited liability partnership

23. Please state whether the Applicant's practice is full time or other than full time.

Full time Other than full time

If other than full time, please describe the practice and, if otherwise employed, the nature of the employment: _____

24. Please state the name of the attorney in the firm whom you wish to be listed for official notices.

25. Please list all employees of the firm who should be authorized to access firm information and files on CATICO's software:

26. Please list the names, telephone numbers and email addresses of three practicing attorneys having knowledge of your capabilities and experience in conveyancing and your reputation at the Bar. If you are a recent admittee, please list the names, telephone numbers and email addresses of three attorneys who can serve as personal references.

Name	Email Address	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____ _____	_____	_____

II. TITLE INSURANCE INFORMATION

1. Is the Applicant or firm an agent for a title insurance underwriter? Yes _____ No _____

If yes, please list the underwriter(s): _____

2. As to the underwriters listed in response to question II. 1 above, please provide the total amount of premium dollars remitted to each underwriter over the past two years:

i. Total Remittance: _____	Name of Underwriter: _____
ii. Total Remittance: _____	Name of Underwriter: _____
iii. Total Remittance: _____	Name of Underwriter: _____

3. Has the Applicant, firm or any individual attorney affiliated with the firm had an agency relationship with a title underwriter limited or canceled by the underwriter?

Yes _____ No _____

If yes, please state the circumstances surrounding the limitation or cancellation: _____

4. Has the Applicant, firm or any individual attorney affiliated with the firm had an insured closing letter or lender protection letter issued by a title insurance underwriter in behalf of the firm or attorney, which letter was withdrawn, terminated or limited?

Yes _____ No _____

If yes, please describe fully the circumstances: _____

5. Has the Applicant, firm or any attorney affiliated with the firm had a claim filed under the coverage provided by a title insurance policy issued by the firm or attorney?

Yes _____ No _____

If yes, please explain the circumstances surrounding said claim: _____

6. Has the Applicant, firm or any attorney affiliated with the firm ever had an application for a relationship with another title insurer refused?

Yes _____ No _____

If yes, please describe fully the circumstances: _____

7. Who generally performs title searches for the firm?

_____ An attorney in the firm
_____ An employee of the firm
_____ An attorney retained by the firm on a search-by-search basis
_____ An individual lay title searcher hired on a search-by-search basis
_____ A title search company (please identify): _____
_____ A title insurance company (please identify): _____
_____ Other: _____

8. Who generally performs post-closing bringdowns and recordings for the firm?

_____ An attorney in the firm
_____ An employee of the firm
_____ An attorney retained by the firm on a search-by-search basis
_____ An individual lay title searcher hired on a search-by-search basis
_____ A title search company (please identify): _____
_____ A title insurance company (please identify): _____
_____ Other: _____

III. FINANCIAL INFORMATION

1. At what depository institution does the firm maintain its clients' fund account?

Name _____ Location _____

2. At what depository institution does the firm maintain its office account?

Name _____ Location _____

3. How often does the firm reconcile its clients' fund account? _____

4. Does the firm have its accounts reviewed by an independent bookkeeper or accountant at least annually?

Yes _____ No _____

5. Has the firm had a check drawn on its clients' fund account returned for insufficient funds? Yes _____ No _____

If yes, please state the circumstances surrounding the return: _____

6. Please list each person who is authorized to sign checks drawn on the clients' fund account in behalf of the firm:

Name _____ Title _____

Name _____ Title _____

Name _____ Title _____

Name _____ Title _____

IV. PROFESSIONAL LIABILITY INSURANCE

1. Please attach a copy of the declaration page of the professional liability policy that insures the firm.
2. Has the professional liability insurance of the firm or any attorney affiliated with the firm ever been canceled or not renewed?
Yes _____ No _____

If yes, please state the circumstances surrounding the cancellation(s) or non-renewal(s):

3. Has a claim been filed within the last ten (10) years against the professional liability insurance policy maintained by the firm or any attorney affiliated with the firm? Yes _____ No _____

If yes, please describe fully the circumstances surrounding said filing:

The undersigned certifies that every statement in this application is correct to the best of his/her knowledge and acknowledges that the representations herein are an inducement to CATIC Title Insurance Company to accept the applicant as an agent. The applicant consents to allow the Company to contact the individuals or firms provided as references by the applicant and/or other individuals or firms as the Company sees fit.

The applicant also agrees to inform CATIC Title Insurance Company in writing should: a check drawn upon a clients' fund account maintained by the applicant or firm be returned for insufficient funds; the applicant or any attorney affiliated with the firm be brought before a local or statewide grievance committee for alleged misconduct or omissions pertaining to honesty or integrity or any aspect of a real property matter; the applicant or any attorney or individual affiliated with the firm be charged with a crime involving a lack of honesty or integrity; or a title insurance underwriter limit, terminate, revoke or cancel the agent status of the applicant or any individual affiliated with the firm.

CREDIT REPORTS

It is understood that CATIC Title Insurance Company may obtain a credit report and a consumer investigative report whereby information is obtained through personal interviews with third parties with whom applicant is acquainted. This inquiry includes information regarding character, general reputation, personal characteristics and mode of living, whichever may apply. The applicant has the right to make a written request within a reasonable period of time for a complete and accurate disclosure of the nature and scope of our investigation. The undersigned applicant authorizes CATIC Title Insurance Company to obtain said credit and investigative report from the date of this application and in the future, at such time and with such frequency as CATIC Title Insurance Company deems appropriate.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF PRINCIPAL OF THE FIRM

DATE

PRINT NAME: _____

TITLE _____