

Ownership & Encumbrance Reports

STANDARD O&E includes:

- ◆ Ownership (last recorded vesting deed)
 - ◆ Voluntary liens, ie Deeds of Trust
 - ◆ Copies of documents for verification
- Note: Previously included Involuntary lien search. DOI revision in effect 2017

ENHANCED O&E includes:

- ◆ Ownership (last recorded vesting deed)
- ◆ Voluntary liens, ie Deeds of Trust
- ◆ Involuntary liens, ie HOA, Tax or Mechanic's liens
- ◆ Name search to include Judgments of record
- ◆ Copies of documents for verification
- ◆ Covenants, Conditions and Restrictions of record (CCRs)
- ◆ Plat Maps

BACKGROUND DOCUMENTS ONLY includes:

- ◆ Covenants, Conditions and Restrictions of record (CCRs)
- ◆ Plat Maps

NOTE: The fees above apply to basic property searches involving one property with few owners. Additional fees apply for extensive searches.

Order online at:
guardiantitleagency.com

O&Es are invoiced
at time of production.
Prompt payment required.

Cost is \$5 - \$9 for most
properties in the front range.
Fees vary in other counties.

Contact your Guardian Title
representative as needed.

Be proactive! Obtain a property search report before you take the listing!



Identify and
resolve title
issues
before you
go under
contract and
avoid
closing
delays.

Contact your
Guardian
Title rep to
discuss
and order as
needed.

TBDs

(To Be Determined Commitments)

Starting at \$150.00, charged at time of production

Realtors often order a TBD when listing and marketing a property to provide them with a more comprehensive background. A TBD allows us to identify and resolve any potential defects or additional issues that could complicate or delay a contract closing. This may include:

- ◆ Clouds in Title, such as correction deeds required to remedy prior vesting and ownership, errors in document recordation, discovery of undisclosed or missing heirs, forgery or misrepresentation, and more.
- ◆ Bankruptcy searches, additional database research is required when the seller (s) has filed bankruptcy that may compromise property conveyance
- ◆ Exceptions to the final title policy to be issued such as easements, encroachments, mineral rights or other background issues of record.
- ◆ Access issues, confirming rights of access to and from the property.

TBD commitments are invoiced at the time of delivery. Fees paid for a TBD are credited back to the appropriate party upon successful closing.

NOTE: Additional fees apply with special requests and enhanced document search such as for other legal purposes, subdividing properties, platting, permitting, and more.

Here are a few questions to address with the property owner:

- Have you changed how you're vested in title since the time you purchased or initially acquired the property?
- Did you refinance and make sure the prior mortgage was released by the Public Trustee?
- Did you hire contractors to make improvements to your property and not pay amounts due to them?
- Do you owe money to your Homeowner's Association (HOA) other than standard assessments for which they could place a lien on your property?
 - Do you have any creditors or other entities that may have obtained a judgment against you from the courts?
 - Have you filed Bankruptcy within the last ____ years?
 - Do you owe taxes to the IRS or Colorado Department of Revenue?
 - Is a vested owner now deceased?
- Are there any title issues that buyers may object to in contract, such as easements, encroachments, mineral rights or rights-of-use?
 - Do you have legal access to your property?

If you answer “yes” to any of the questions above, discuss these issues with your real estate professional today. Your contract and closing may be impacted by outstanding items you do not address in advance.



Take “losing” out of closing. Be sure you have clean title!