



Application for Title Insurance:
New Construction Contract (Owner's & Loan)

This application is for placing a title insurance order for a new construction project where the borrowers have a contract with a builder on land they already own or are in the process of purchasing. Normally the owner/borrower will be the person paying for title insurance and construction escrow fees. Please call our office at (920) 235-0017 for assistance in determining all fees involved. The owner(s) would receive an Owner's Policy insuring them up to the contract price and the lender would receive a Loan Policy insuring them for the mortgage amount. Assurance Title requires a copy of the building contract and cost breakdown to handle the construction draw process. (This can be uploaded on our site or emailed to: orders@assurance-title.com)

Searching and Rates: A sixty year search is required on all construction policies, unless Assurance Title is supplied with a copy of a current Owner's or Loan policy in effect. (Note: Prior title evidence can be uploaded on our site, emailed to: orders@assurance-title.com or faxed to (920) 235-2122). If Assurance Title is supplied with a prior title policy, we will see that you receive the discounted "Re-Issue Rate". If a prior title policy cannot be supplied, then Original Rate would apply. You may also refer to Title Insurance Rate Schedule on our website for the current Wisconsin title insurance rates.

Please refer to our Assurance Title New Construction Services page on our website for a complete listing of our services and construction escrow expertise. For any additional questions, please call us at (920) 235-0017.

To ensure accuracy, please complete all asterisk items below and as many of the non-asterisk items to assist us in completing the title order process.

All supplied information will be kept strictly confidential. Assurance Title complies with the ALTA Best Practice Policies.

APPLICANT INFORMATION:

*Name of Person Placing Order:
*Lending Institution or Company:
*Email Address: *Billing Address:
*Phone: *Date Needed By:
Loan No. if needed as reference: Fax No. if applicable:

NEW CONSTRUCTION CONTRACT OWNER'S & LOAN POLICY INFORMATION:

*Contract Price: *Loan Amount:
*Property Owner: *Builder:
*Property Address or Lot Info.:
*Proposed Insured for Lender: [] Same as above or [] To read as follows:
*Anticipated Closing Date: *How many parcels does the subject property contain:
Legal Description or Parcel I.D./Tax Key No.:
Requested Endorsements, if any:
Special Instructions:

Application for Title Insurance: New Construction Contract (Owner's & Loan) Continued

NECESSARY INFORMATION NEEDED:

Assurance Title will need to be provided with the following three (3) items in order to provide an accurate closing statement and for proper processing of construction draws:

- A fully executed Construction Contract and any Amendments to the Contract or Change Orders
- A Cost Breakdown from the Builder or Lender
- A completed Authorization to Release Confidential Information (for municipal information)

Note: Please return a fully completed scanned pdf image of the above three (3) items. You can either upload these with this order on our website, email them to: orders@assurance-title.com or fax to (920) 235-2122. If scanned images or faxing is not possible, they can be dropped off at our office. We will be happy to assist you through this process. If you have any questions please call our office at (920) 235-0017.

Important: Upon completion of the above order form you will receive an email confirmation that we have received your title order request. If you do not receive the confirmation, please contact us at (920) 235-0017.

Thank you for choosing Assurance Title, we appreciate your business.