

A GUIDE TO YOUR NEW LISTING.



Congratulations on your new listing. Our team at Chicago Title is dedicated to providing exceptional service and ensuring a seamless closing process for you and your sellers. Equipped with a range of tools, we can promptly kick off the process after the signing of your listing contract. Below are the services and support we offer at this initial stage.

- 1 Preliminary report:** We will conduct a thorough search of public records to ensure that there are no liens, encumbrances, or other issues that could affect the property's ownership rights. This helps to establish a clear title for the property.
- 2 Simplified Seller Disclosures using Breeze:** Breeze transforms seller disclosures into a guided, digital questionnaire that agents can send their clients in minutes. The tool keeps everything organized until the disclosure is complete.
- 3 Power of Attorney (if needed):** The use of a Power of Attorney must be approved in advance of settlement by the closing agent and your lender. If your sellers are planning to use a Power of Attorney, inform us as soon as possible to allow time to properly review the document.
- 4 Neighborhood Farm:** We can provide labels, CSV files, and a full neighborhood farm report. Walking farm worksheets and a full neighborhood farm report.
- 5 Open House Materials:** Please contact us for a list of compliant materials, i.e. guest registry, open house signs, etc.
- 6 Property Profile:** It includes detailed information about the property with details and data points related to the property, its' ownership, history, and other relevant information.
- 7 Title & Escrow Guides:** Our guides are specifically designed to help guide your buyers and sellers through the escrow process and the important role that title insurance plays in their transaction.
- 8 ChicagoAgent ONE:** This mobile app will help you quickly determine closing costs as well as comparing multiple offers and seller concessions. A must-have application for every real estate transaction.
- 9 StartInHere®:** A secure, digital workspace for home buyers and sellers to engage with Chicago Title as they begin their real estate transactions. Its' Mobile Deposit feature allows buyers to enjoy the safety and simplicity of depositing their earnest money from the convenience of their smartphone.

These are just a few of the many items we offer during this initial process. Please contact us for more information. We look forward to serving you through your next successful closing!

*Remember to always choose the title company with the best in expertise, financial strength, and the commitment to service you can count on. **Insist on Chicago Title for your next transaction.***