

Dear \_\_\_\_\_:

While we always urge everyone to use the services of an experienced and qualified real estate agent in the sale and purchase of any real property, we understand that – for many reasons – it is sometimes not feasible. In such cases, you will need other experienced professionals who can assist you and your buyer to properly and legally complete the purchase of your property. We are those professionals.

We are a bonded, licensed and insured Florida title agency with offices in downtown Orlando. In addition to the owner, attorney Joseph E. Seagle, P.A., who has over ten years of experience in real estate law, the company employs four title insurance agents who are educated and licensed in the laws of Florida title insurance. Almost half of our employees are bilingual, being fluent in both English and Spanish.

We are proud of our knowledge, attention to detail and customer service. We know that it is always your choice for the title company you want to use to handle your transaction, and we understand that – for most of our customers – it is the largest economic transaction you will be engaged in during your lifetime. For that reason, we take the utmost care with your documents, your funds, and your transaction in general to help ensure that it goes as smoothly as possible. And when problems arise, we have the experience often to solve it before you are aware it even exists.

We specialize in closings for residential investor buyers and sellers, where land trusts, bankruptcies, foreclosures, probate matters, unknown spouses and other title problems are commonly found. Therefore, when a typical, “clear title” closing is processed through our office, it is often handled faster and easier than at another title company.

We are enclosing some information about your property that we hope will help you to market it. We have also enclosed some general information about preparing for your closing. When the offer comes, please feel free to call us. Our staff attorneys can assist you with preparing a contract and the disclosures you need to ensure that you are in compliance with the law. They, along with our title agents, can also help you avoid being the victim or an unintentional co-conspirator in mortgage fraud that is rampant in real estate transactions today.

In addition to our knowledge, you will have the benefit of our technology. We use some of the latest technology available in the real estate settlement services industry today. We can accept your title order in person at our offices, or by fax, e-mail, or through our website. Further, during the days leading up to your closing, we can keep you updated on the status of your closing by phone, fax or e-mail. You may also check the status of your file at any time through our website.

Again, it is always your choice as to which title company you want to handle this large transaction. If you later engage the services of a real estate agent to assist you in selling your property, please feel free to tell your agent if you prefer to use our company to conduct your closing. We work with many of the best real estate agents in Central Florida, and they consistently advise their clients to use us to assist them through the closing process. We welcome the opportunity to work with your agent should you engage one in the future.

Please review the enclosed information, and call us if you have any questions about our company, our services, or the information we have included here.

Cordially Yours,

Enclosures:

Property Report

Stewart, FUND, and Old Republic Brochures about closing prep.

Order Sheet

Net sheet with our fees already entered

Old Republic Home Warranty Brochure?

Property Disclosure Forms (lead paint, HOA, FAR Seller Disclosure, etc)???