

Real partners. Real possibilities.™



Stewart Access Portal Jacket

G Stewart	Access File	 Express 	CPL 、	Jacket Po:	st Policy E	ndorsement	Register	Contac	t - Help		ASMTESTUS		
	1	/				2					Adding New Jacket	C Res	se
* Agency Stew	vartAccess Test Ag	iency	▼ File N	umber (TRJKQ	RC	a)	* State TN	*	* Location	StewartAccess	Test Agency Inc - 1980 P	ost O;▼	
+ CPL													~
0	* Issue Date	* Covered Par	ty/Branch		* Form			Statu	IS	* CPL Fe Act Rem	e/ Calc Fee/ it Calc Remit		
		Lender	•							Activen		-	
	01/27/2020	None	•	Single Trans	action CPL	•	Issued (01/27	/2020) #009	9472597				
+ Jacket						3							^
	* Policy Eff Date	* Form	Type/Form	* Liab Trans	ility/ Code	* Act Prm/ Remit	Ca	alc Remit	Total Prm Remit	l.	Status		
		Owners	•	\$ 300	,000.00	\$ 300.0)		\$ 300.0	00			
- 🛛 🗙 (01/27/2020	ALTA Owners I	Policy 6-17-20-	(101	•	\$ 35.0	5	\$ 0.00	\$ 35.0	New 00			
Original Policy												Reset	~
+ Endorsemer	nts					4							~
	* Endor	sement		* Trans Cod	e * Act I	Prm/Act Remit	Liability/Calc	Remit	Status				
ALTA 3-06 Zo	oning Unimprove	ed Land Rev 6-	17-2006		•				New				
General Endo	orsement				•				New				
													_
CPL Pricing						5							^
* CPL Fee	* Act F		Serial Nur		Calc Fe		Calc Rem						
\$ 50.00		\$ 50.00	00947259	7		\$ 50.00		\$ 6.00					_
+ Post Policy	Endorsement											Reset	~
Property * Type	Residential - Ge	neral	•	Physical	🔾 Lega	I							^
* ZIP 371	174		* City	Spring Hill		•		County	Maury	•			
* Address 1 240) Karis Dr		Address	2			*(Country	USA	•	*State	TN 🔻	
													_
Buyer/Borrower													^
 Primary 	Individual	Business	First E	lob		Middle		Last	Buyer		Address Same	as Property	
+ Additional													
Seller													^
+ Primary													
Lender											Make Favorite 🔲 🚦	Reset	~
Legal Name	A Bank for You								Phone		Fax		
Mailing Address	123 Main St			Cit	y Adams		Stat	e TN 🔻	Zip	37010	•		
Loan Number	123456			Attn. T	o				Email				
									•				

Steps

- 1. Select the Express tab
- 2. Enter a File Number. If a CPL has been issued, the saved file information is populated. *Note: Items marked with an asterick are mandatory.*



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- 3. Select Jacket [*]. Enter Policy Effective Date, Form Type, Form, Liability Amount, Trans Code, Actual Premium and Remittance Amount.
- 4. Select Endorsement, if needed. Enter Trans Code, Actual Premium, Remittance, Liability (optional).
- 5. Enter CPL Pricing in the Actual Remittance field.
- 6. Select Preview, if desired or select Skip Preview and Issue to issue the policy jacket. Note: If additional policies are required for the file, repeat steps 1-6. Each policy must be issued separately.
- 7. If a Short Form Loan Policy is selected, additional information must be filled out in order to issue:

Details	7					
Field	Value					
Addendum Attached	O Yes O No					
Borrower Names and Vesting						
Mortgage Amount						
Mortgage Date						
Policy Time Stamp						
State Statutes						
Preview Skip Preview VIssue						

For Additional Information, visit: <u>https://www.stewart.com/content/stewart/stewartcom/en/education-and-training/stewartaccess.html</u>