

## New Agent Application Instructions

There are 3 to 4 different forms to the application package that will need to be filled out by whoever needs to.....

These forms are located under *Documents \ Agency Application Documents* and *Agent Documents (#)* (some agents may only see *Agent Documents (#)*) and include:


**Agency Application** (if applicable, only one owner may fill out this form)

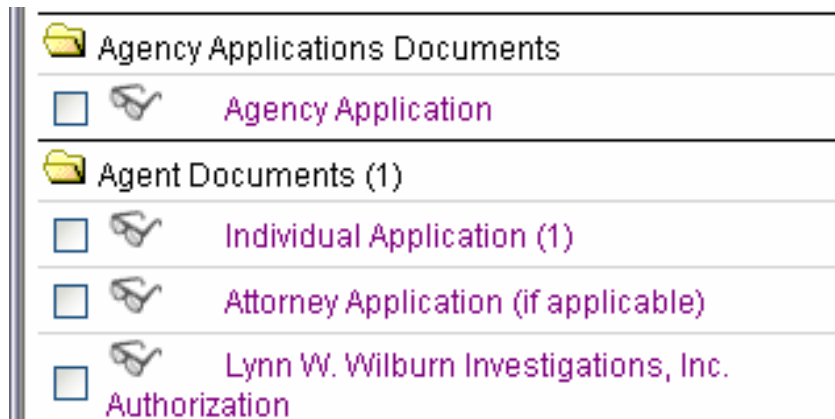
**Individual Application**

**Attorney Application** (if applicable)

**Lynn W. Wilburn Investigations, Inc. Authorization**

To fill out these forms please follow the directions below.

1. For each form click on the glasses icon  next to the form name to open the form.



**Remember, for all forms any section left blank may result in rejection of the application.**

2. Start filling out all fields with the correct information. You can use the TAB key to move quickly to the next field or checkbox. To check a box you can use the space bar instead of clicking with the mouse.

Close

This document contains interactive form fields.  Highlight fields

**STEWART TITLE GUARANTY COMPANY**  
APPLICATION FOR APPOINTMENT AS A TITLE INSURANCE POLICY ISSUING AGENCY OR APPROVED ATTORNEY  
**PART II – INDIVIDUAL APPLICATION (Attorneys must also complete Attorneys Section)**  
TO BE COMPLETED AND SUBMITTED BY PARTNER, ATTORNEY, OFFICER, DIRECTOR, BRANCH MANAGER,  
AUTHORIZED SIGNATORY  
\*(SECTIONS LEFT BLANK MAY RESULT IN REJECTION OF THE APPLICATION)\*

1. Legal Name of Agency  
Liberty Title & Escrow, LLC

2. Full Name (last, first, middle and maiden) Please spell out.  
Robert Mills Davidson  Male  Female

3. Position with agency  
Owner

4. Residence addresses (last 10 years)

Residence Street Address	City	State	Zip	Years at Residence
5151 Huntington Drive				From: To:
				From: To:
				From: To:

5. Home telephone number

6. Cell Phone Number

7. Driver's license (State, Number)  
State DL #

8. Birthdate

9. Social Security Number

10. Business Address (if different from Agency address)

11. Business telephone number

12. Fax number

13. E-Mail address

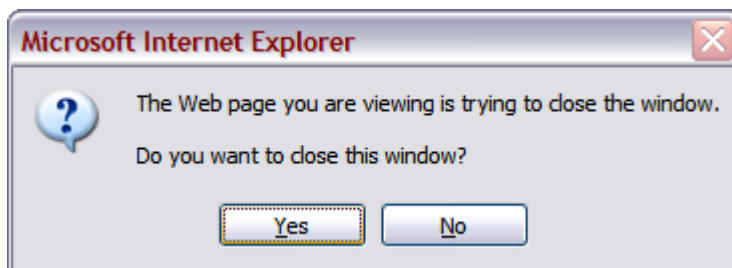
1 of 1

3. At the bottom of each form be sure to click the button to save your data or changes. If for any reason you need to close the form before finished filling in all data, make sure you click this button as well so you do not lose your information.

[Click here to Save](#)

These applications will not require a “wet” signature but will be submitted electronically. Please take note of the certification language located at the bottom of any page that have the **I AGREE** and the **I DO NOT AGREE** check boxes.

Once that button is selected an Internet Explorer message will appear asking if you want to close that window. Select **Yes** and proceed to filling out the next form by repeating steps 1 through 4.



4. Once all forms are completed notify the ASM. You can do this from the Online Application System by checking the box next to the ASM's name and selecting the **Send Message** button. This *Contacts* section is at the very bottom of the screen.

Contacts (click name for contact info)			
<input checked="" type="checkbox"/>	Name	Company	Role
<input type="checkbox"/>	Jane Rich	Liberty Title & Escrow, LLC	Title Agent 2
<input checked="" type="checkbox"/>	Lloyd Layne	Stewart Title Guaranty Company - Agency Services	Agency Services Manager
<input type="checkbox"/>	Robert Davidson	Liberty Title & Escrow, LLC	Title Agent 1

An email screen will popup and can be filled out to notify the ASM the application is completed and ready for review. You can also use this to communicate with the ASM about with any questions or comments you may have.

**New Message - Microsoft Internet Explorer**

**New Message**

**To:** Lloyd Layne

**Cc:**

(use ; or a space to separate multiple e-mail addresses.)

**Subject:** RE: Online Agent Application

**Message:**

I have completed the online application for your review.  
Please let me know if you need any more information.

Richard Davidson  
Liberty Title & Escrow, LLC

Attach documents

NOTE: If you have any **additional documents** you need to get to the ASM please contact them either via phone or email to find out the best way for the ASM to receive your extra documentation.