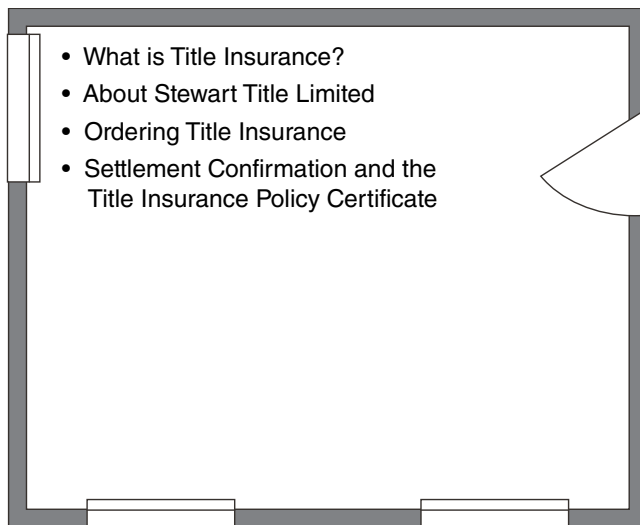


7. Ordering Title Insurance

Title Insurance can protect your client against the risks relating to ownership or use of a property over the lifetime of property ownership.

Stewart Title Limited is a specialist insurance company providing protection to property owners and lenders against risks involved in the real estate transaction. Stewart Title provides general insurance in all States and Territories and offers a full range of both residential and commercial title insurance products to purchasers, existing homeowners and lenders.

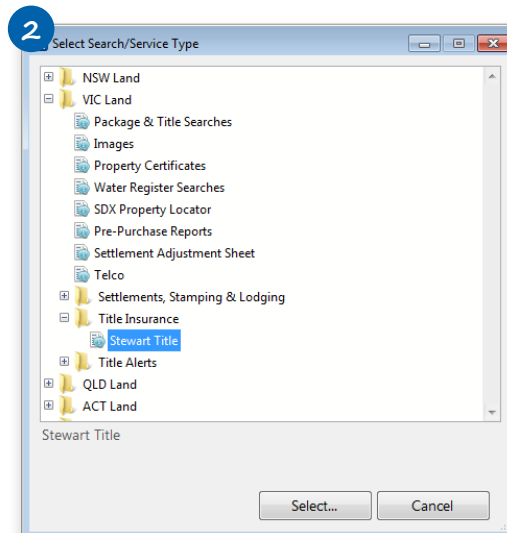
www.leapconveyancer.com.au/training



1 Ordering Title Insurance

In an open Matter: Click the **Order Search/Service** button.

In the Order Search/Service window select: State > Title Insurance > Stewart Title.



3

Ordering Title Insurance

The matter details will be pre-populated.

Answer the **Title Qualifications** questions and read the declaration on the **Title Defects/ Adverse** matters and click **Submit**.

A Stewart Title Limited: Policy Confirmation summary screen will appear.

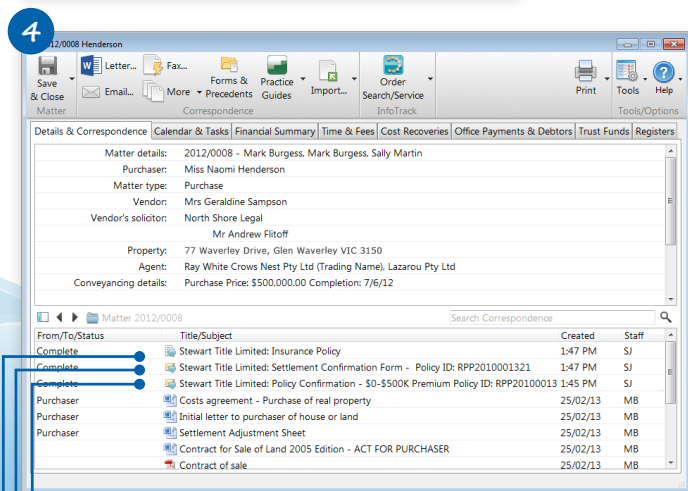
You will be advised of the final pricing by Stewart Title Insurance. Forward all Stewart Title Insurance payments directly to Stewart Title on Property Settlement.

The matter details will be pre-populated.

Answer the **Title Qualifications** questions and read the declaration on the **Title Defects/ Adverse** matters and click **Submit**.

A Stewart Title Limited: Policy Confirmation summary screen will appear.

You will be advised of the final pricing by Stewart Title Insurance. Forward all Stewart Title Insurance payments directly to Stewart Title on Property Settlement.



After the Order has been submitted, Stewart Title approves the Order and sends a **Policy Order Confirmation**, which you will provide to your client.

Stewart Title will also send you a **Settlement Confirmation Notice** that should be faxed to Stewart Title advising when Settlement has taken place.

Once the Settlement Confirmation Notice has been received, Stewart Title will issue the **Final Policy** by post & saved back to the Matter to be accessed at any time.