

CONVEYANCING ADDENDUM

Back In The Day Real Estate may perform services for the Buyer in connection with, but not limited to, financing, insurance, document preparation and settlement services as may be deemed necessary and will be compensated for such services by Buyer.

Buyers hereby understand and realize that they are free to use other companies for such services, however Buyer (s) hereby authorize **Back In The Day Real Estate** to perform and procure any of the following on their behalf:

- 1) Order title insurance, review interim title binder.
- 2) Order the preparation of a new Deed.
- 3) Order mortgage payoff statements, real estate tax certification (s) and final recordable utility readings as required.
- 4) Review financing opportunities and assist Buyer in mortgage application process.
- 5) Assist real estate appraiser by providing comparable sales, property information & data as required.
- 6) Assist Buyer in the processing of the mortgage loan and securing mortgage approval.
- 7) Review the commitment letter for mortgage approval and assist in clearing any special requirements.
- 8) Provide Buyer's insurance agent with required property information.
- 9) Schedule, coordinate and notify in writing all appropriate parties of place and time of final settlement.
- 10) Provide Buyer, in advance of settlement, with estimate of final settlement costs and cash required for settlement.
- 11) Attend settlement, review final settlement costs, coordinate all matters that arise between Buyer, Seller, lender and Title Company.
- 12) Produce and distribute copies of pertinent documents to all appropriate parties as required.

If **Back In The Day Real Estate** performs any of the above services, the buyer shall pay **Back In The Day Real Estate**, at the time of mortgage application or at time of Seller's acceptance of the Agreement of Sale if no mortgage is required, the amount of \$495.00. A Conveyancing fee is the only fee paid by the Buyer to **Back In The Day Real Estate** in this real estate transaction.

Buyer

Date

Buyer

Date