



Title Guaranty Escrow Services, Inc.

Escrow No:
Seller :
Buyer :
Tax Key :
Property :

Tentative Closing Date:

Dear Client:

Congratulations! An escrow account has been established with Title Guaranty Escrow Services, Inc. ("Escrow") covering the transaction identified above.

I will be processing this escrow and will be communicating with you. If you are represented by a real estate agent, I will contact your agent for any information needed to complete this transaction. I can communicate with you and your agent in a variety of ways. All of Title Guaranty's employees are accessible by email. My e-mail address as well as my associate's e-mail address is noted below. All correspondence sent to you that requires a reply, will include a postage paid return envelope.

In order to process your escrow in a timely manner, your immediate return of the following enclosures is necessary for me to promptly and efficiently serve you. These forms and instructions may also be viewed at our website at www.tghawaii.com under Real Estate Documents.

1. Escrow Instructions and General Provisions (For your review and acceptance);
2. Seller's Information Sheet (Please complete, sign and return);
3. Form N-289 (Please complete, sign and return if applicable);
4. FIRPTA Non-Foreign Seller Certification (Please complete, sign and return if applicable).

Title Guaranty offers a range of 1031 Exchange services. Feel free to contact Mae Nakagawa at T.G. Exchange, Inc at (808) 539-7758 or mnakagawa@tghawaii.com to discuss these services.

I look forward to working with you to assure the successful closing of your transaction. Please always reference your escrow number to expedite a response.

Aloha,

Escrow Officer
Phone:
E-mail:

Escrow Associate
Phone:
E-mail: