



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.

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.
2. **Buyer's Information Sheet.** Please complete, sign and return.

Please note that we do not accept ACH Transfers.

Escrow must hold valid funds prior to closing. Final payments to Escrow from out of state clients must be paid via Fed wire. Hawaii clients may submit a cashier's check drawn on a Hawaii financial institution. All other forms of payments will delay closing.

The Parties shall deliver to Escrow fully executed originals or copies of the Purchase Contract, addenda, amendments, and other agreements for which the parties require escrow services with respect to this transaction.

Paragraph 4 of the Escrow Instructions and General Provisions specifies how earnings on funds deposited with Escrow will be treated. Unless Escrow is instructed otherwise in writing, an earnings accrual account will not be opened and all earnings on funds deposited will accrue to Escrow. Please read paragraph 4 carefully to understand your choices.

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,

Enclosure(s)

cc: w/enclosure(s)