



HOLDING TITLE THROUGH AN ENTITY

DOCUMENT CHECKLIST

If you hold title or will be holding title through an entity, we may request the following documentation in order to examine the ownership rights of the parties to the real property transaction:

CORPORATION

- Articles of Incorporation
- By-Laws
- Corporate Resolution to purchase, sell or borrow (transaction specific)
- Applicable Form ARTS filed with the California Secretary of State (Form S&DC if out of state) and verification that the Corporation is in good standing

LIMITED LIABILITY COMPANY (LLC)

- Articles of Organization
- Operating Agreement and all amendments
- Form LLC-1 filed with the California Secretary of State (Form LLC-5 if out of state) and verification the LLC is in good standing

GENERAL PARTNERSHIP

- General Partnership Agreement and all amendments
- Form GP-1 has been filed with the California Secretary of State and verification the General Partnership is in good standing (registration is optional)

LIMITED PARTNERSHIP

- Certificate of Limited Partnership
- Limited Partnership Agreement and all amendments
- Form LP-1 has been filed with the California Secretary of State (Form LP-5 if out of state) and the Limited Partnership is in good standing

TRUST

- Completion of the Trust Certification. If there are no changes to the original settlor/trustor and title is held by the same, only a Trust Certification is needed (notarized signatures are required)
- Trust Agreement (if applicable)
- Additional documentation may be required, such as an Affidavit of Death or resignation of trustee



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Old Republic Title strongly recommends consumers confer with their title insurer as underwriting requirements vary among companies and further, obtain guidance and advice from qualified professionals, including attorneys specializing in Real Property, Trusts and/or Title Insurance to get more detailed, and current, information as to any particular situation affecting them.

