



Title and Escrow is our business.
Hawaii is our home.

Understanding Escrow

What is Escrow?

The deposit of deed, bond, monies, contract or other written agreements with a third party, to be delivered or used only upon performance or fulfillment of set conditions. More simply, escrow may be defined as a stakeholder.

Why is Escrow needed?

Escrow provides protection and convenience for people buying and selling real estate.

The Escrow Process

1. Receives Purchase Contract

- Opens escrow and deposits buyer's initial deposit check
- Orders title report (Preliminary Title Report)
- Notifies parties with opening letters

2. Demands sent to creditors for payoff information

3. Receives signed "opening letters" from sellers and buyers and is advised of buyer's Title and Tenancy

4. Receives seller's documentation regarding FIRPTA/HARPTA

5. Orders conveyance document and any other required instruments from attorney

6. Receives draft documents and other instruments from attorney

7. Receives return of payoff figures

8. Receives Purchase Contract, required reports and invoices

9. Notifies parties of buyer's loan approval

10. Collaborates with lender in preparation and delivery of Closing Disclosure, if applicable

11. Coordinates Signing

- Coordinates signing for buyer with lender, if applicable
- Schedules signing for seller
- Sends out signing packets to parties not in Hawaii

12. Provides Recording Packet to Title

13. Receives funds from buyer and lender

- Hawaii bank cashier's check or wired funds

14. Assures documents are recorded

15. Notifies all parties of recordation

16. Disburses funds and sends out final letters

17. Issues Title insurance policies (issued by title).

- Owner's
- Lender's



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