RESIDENTIAL REAL ESTATE CLOSING CUSTOMS BY COUNTY

WASHINGTON COUNTY

- Title Insurance Rate Zone  **X**  Zone 1  ___  Zone 2
- Contracts drafted by Attorney or Realtor?  **Realtor**
- If Realtor, are they subject to Attorney approval/disapproval, and is "written" Attorney notification required?  **Subject to attorney disapproval; no written confirmation of approval required.**
- What is the contract form used by realtors (for example: local Bar Association approved form)?  **Approved by the Warren County Bar Association**
- Who holds deposit?  **Realtor**
- What is customary deposit amount?  **$500 - $2500**
- Is Survey required?  **No**
- Who obtains and pays for Survey?  **Buyer**
- Type of Deed?  **Warranty with lien covenant**
- What documents are required for recording the Deed and who prepares them (for example: RP-5217 and TP-584)?  **RP-5217 & TP-584 prepared by Seller's attorney**
- Type of Title Search (Abstract, Notes, integrated into title report)  **Abstract of title or Seller’s fee policy of title insurance with a stub search update**
- Title Search provided by Buyer or Seller?  **Seller**
- Who prepares title searches?  **(Title Company, Abstract Company or Attorney?)**  **Title Company, Abstract Company or Seller’s Attorney**
- Minimum Search Period?  **40 years starting with a warranty deed**
- Other customary searches:  **(municipal/judgment/tax/patriot/bankruptcy/UCC) Tax search only. Other searches only obtained if required by Lender or Contract**
- Who provides, and pays for, closing bring-down search?  **Buyer**
- Is Owner's Policy customary?  **Yes**
- Who pays for Owner’s Policy?  **Buyer**
- Who prepares title commitments?  **(Attorneys, third-party title agents, Title Insurance Company) Usually third-party title agent or Buyer’s attorney**
- Are Clerk's records available on line?  If so, are they free?  **(Provide a link to the Clerk’s web site if possible) limited information can be obtained on line, but copies of the documents cannot be viewed; https://www.nylandrecords.com/nylr/NylrApp/index.jsp**
- Are County GIS maps available on line?  **(If so, provide a link to them if possible) Yes; http://imo.co.washington.ny.us/search.aspx**
- Water reading or other municipal charge customs. **Varies by municipality**
- Fund disbursement at closing: who cuts checks at closing? (Bank, Seller's or Buyer's Attorney or Title Company) **Bank attorney usually cuts all checks for Buyers & Sellers, and Buyer brings one bank check (or escrow check from Buyer's attorney) payable to Seller or to Seller's lender for the mortgage payoff**
- Who pays off Mortgage? Is there a handling fee? **Title agent; there is a handling fee**
- Are satisfactions/discharges sent directly to the County Clerk? **Yes**
- When are funds released? [before or after recording] **At closing, before recording**
- Are realtors paid at closing? **yes. Checks are cut as directed by listing realtor**
- Who records closing documents? **Title agent**
- Any customary additional fees charged by title agents or closers (pick-up fees, etc.) and range of the charges **The fee for handling recording of documents is included in the closing bring-down search**
- Other local customs and practices: