

# **NOTICE**

To: All Florida Agents (**EXCEPT JACKSONVILLE AGENTS**)  
From: Auditing Department  
Re: Monthly Escrow Reconciliation Reports AND Policy Log Link  
Date: November 4, 2005

For your convenience, Old Republic now has an email address to send your reconciliation documents directly to the Audit Department as an attachment. That email address is [escrowreconciliations@oldrepublictitle.com](mailto:escrowreconciliations@oldrepublictitle.com). You may also access it through ORT's web site at [www.ortfl.com](http://www.ortfl.com), and then click on "Escrow Reconciliations." The link on the web site automatically opens an email so you can add your documents as an attachment.

As a reminder, agents are required to submit the following to Old Republic each month:

- Bank Statements
- Trial Balance
- Outstanding Check List
- Outstanding Deposit List
- Void Check List

As an added convenience, agents can now send a copy of their policy logs via email, if they have that capability, when they are requested to do so by the ORT's Audit Department. That email address is [policylogs@oldrepublictitle.com](mailto:policylogs@oldrepublictitle.com), and the link is also on the web site as "Policy Logs."

**NOTE TO ALL JACKSONVILLE AGENTS: You should continue submitting reconciliations and policy logs to Jacksonville in the same manner as you have always submitted them.**

If you have any questions, please feel free to contact anyone in our auditing department at 800-342-5957.