



## CONSENT AND NOTICE REGARDING INFORMATION AND ELECTRONIC COMMUNICATIONS

Under Federal Law certain documents are required to be distributed to you “in writing”. Pursuant to the Federal Electronic Signatures in Global and National Commerce Act (“ESIGN”) and Real Estate Settlement Procedures Act (“RESPA”) we are allowed to provide this information to you electronically, provided we obtain your prior consent. Prior to your receipt of any required documents electronically, you must review and consent to the items below.

In this consent “we”, “us” and “our” are used to refer to Central Texas Title and/or Stewart Title Company.

1. **Your consent to receive communication electronically or in writing.** At our option, we may provide to you documents in electronic format.
2. **Your option to receive paper copies.** If we provide documents to you in electronic format, and you want a paper copy, you may contact our Escrow Officer at the office location assisting you with your transaction. Our office locations are: (a) Granbury Historic Square (817) 573-3733; (b) Luton Ranch (817) 573-8882; and (c) Glen Rose Historic Square (254) 897-9992. A fee may be charged for this service.
3. **Your consent covers the following documents.** Preliminary Commitment for Title Insurance, Settlement Statement, closing documents, title policy forms and any other documents related to our business together.
4. **Your consent may be withdrawn at any time.** Your consent will remain in effect until it is withdrawn. You may withdraw your consent to receive documents in electronic format by furnishing a written notification of your election to revoke to our Escrow Officer assisting you with your transaction. Contact our Escrow Officer assisting you at the telephone number listed above and they will be glad to help facilitate your revocation.
5. **You must keep your email and contact information current.** So we can properly provide you with all required documentation, you must notify us immediately of any change to your email and/or contact information. Please contact our Escrow Officer assisting you with your transaction to update or change your contact information or email address.
6. **Hardware and software required.** In order to receive documents in electric format you must have the following:
  - a. Connection to the Internet;
  - b. A current version of an Internet browser (i.e. Internet Explorer, Mozilla Firefox, etc...);
  - c. An active email account;
  - d. A current version of a program that can view PDF files (i.e. Adobe Acrobat Reader, etc...); and
  - e. A computer device and operating system which meet the requirements above.

7. **Changes in hardware and software.** In the event that the above hardware and software requirements change we will provide you with advance notice of these updated requirements.

To signify your consent, please type or print your email address in the space provided:

_____@_____._____
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8. **Sharing information with your authorized representatives.** We may also share or provide relevant transaction and closing information to your licensed broker(s), agent(s), and attorney(s) authorized to represent you or act on your behalf.

To further indicate your consent, please sign and date below:

\_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Please promptly return this completed form to the Central Texas Title office location assisting with your transaction:

**Granbury Historic Square**  
105 E Pearl Street  
Granbury, Texas 76048  
Fax: 817.279.1733  
Email: [mandy@centraltexastitle.com](mailto:mandy@centraltexastitle.com)  
[ann@centraltexastitle.com](mailto:ann@centraltexastitle.com)

**Luton Ranch**  
3902 E Hwy. 377, Suite 109  
Granbury, Texas 76049  
Fax: 817.578.3600  
Email: [robin@centraltexastitle.com](mailto:robin@centraltexastitle.com)  
[carey@centraltexastitle.com](mailto:carey@centraltexastitle.com)

**Glen Rose Historic Square**  
105 E Elm Street  
Glen Rose, Texas 76043  
Fax: 254.897.4268  
Email: [peggy.ward@centraltexastitle.com](mailto:peggy.ward@centraltexastitle.com)