



TITLE OPINION LETTER AND DEED OF EASEMENT REQUIREMENTS

Title Opinion Letters

In order to ensure that Deeds of Easement and Fee Simple Deeds are properly prepared and legally effective, all applicants must submit a Title Opinion for the property described in the Deed issued by an attorney licensed to practice law in Maryland based upon a title search (less than 30 days old) which states:

- a) in whom title is vested, including a Liber/folio reference to the deed and identity of the prior grantors;
- b) all existing liens on the property, including the identity of the lienholder (and Trustees if available) and Liber/folio reference to their recorded security interest document;
- c) the identity of any contract purchasers, and the source of that information.

Deeds

1. All required Deeds must be prepared and recorded prior to or contemporaneously with final plat recordation.
2. The Deed of Easement is provided as a sample format only. Proper acknowledgment blocks must be completed for all who sign the document, explicitly stating in what capacity each individual is executing it. In addition, State law requires the inclusion of a certification as to who prepared the document.
3. All deeds must be executed by every person or entity having an interest in the property, including but not limited to: all co-owners, all lenders holding deeds of trust or mortgage and all contract purchasers, as identified in the Title Opinion Letter.
4. All exhibits to deeds must be attached and properly marked.
5. Deeds and other legal documents, once executed, will have legal ramifications. You are strongly urged to consult an attorney before preparing or executing such documents.