



## **Instructions for Completing True Escrow Agreement**

(Agreement For & Certification Of Irrevocable Delivery)

This Agreement is used to establish an irrevocable delivery of documents or other items to Contract Administration Specialists dba Trust Accounting Center. This type of delivery is commonly referred to as a True Escrow. A True Escrow delivery is optional and not required by Trust Accounting for the establishment of an account.

### **Important Information**

Be sure that you read the Agreement carefully and understand it fully before signing. Items transferred to Trust Accounting under the terms of this Agreement are considered to have been *delivered* in the legal sense of the term. Once delivered, the items may not be withdrawn without the express written consent of all parties involved. The delivery is final and irrevocable and survives the death, disability or incompetency of the delivering parties.

Complete this Agreement only if an irrevocable (True Escrow) delivery is desired. If you have questions regarding the implications of such an action, you should seek professional advice before proceeding.

This agreement must be accompanied by a completed Collection Account Agreement

### **I. ITEMS DELIVERED**

Check the appropriate documents and provide dates or recording numbers where indicated. If documents or items other than those shown are to be delivered, list them on a separate page(s). Provide sufficient information to clearly describe the items. Check the "Other documents..." selection and indicate how many additional pages are included. Each additional page should be signed or initialed by the persons signing the Agreement.

Some examples of other documents or items which might be delivered are:

- a. Additional instructions (e.g., regarding the payment of underlying loans or other obligations)
- b. Recorded UCC
- c. UCC Termination
- d. Vehicle Title
- e. Corporate stock certificates

### **II. CONDITIONS OF DELIVERY**

Read this section carefully. If you have questions, contact Trust Accounting Center or seek professional advice.

### **III. CERTIFICATION:**

Both the seller (lender) and buyer (payor) should sign this Agreement and both signatures are required to cancel this agreement. Additional pages, if any, listing other items delivered should also be signed or initialed.

Send Agreement along with the items to be delivered and a completed Collection Account Agreement to Trust Accounting Center at the above address. For additional assistance call 800 562 2044 or 360 293 0661.