



## **Escrow Time Line**

### **Traditional Sale**

**Escrow Opens**

**Escrow Instructions Out within 48 hours (*from date Escrow provided with fully executed Contract/Counters/Addendums*)**

**Deposit into Escrow within 24 hours of Escrow opening (*if not Listing Agent advised*)**

**Lender Information required within 2-3 days of opening Escrow**

**Prelim & CC&Rs (*if any*) from Title, excepted into escrow within 5-7 working days form Opening Escrow**

**Prelim & CC&Rs Approval out within 24 hours of Receipt**

**Escrow Instructions expected back to escrow within 7 working days from Date sent out**

**Demand(s) and HOA Demand(s) ordered within 24 hours of Information Received**

**Demand(s) received with Prepayment Penalties out to Seller for acknowledgement immediately**

**HOA Document approval out to Buyer immediately upon receipt of same**

**File QA 10 working days prior to the close of escrow**

**Loan/Loan Doc status called for 5 working days prior to the close of escrow**

**When Loan Docs received Buyer/Agents called within a timely manner, normally within a couple hours of receipt**

**Signed Loan Docs returned to Lender immediately by best means determined by escrow officer (*Closing of escrow normally occurs 72 hours from this point*)**

**Funder called day after return of docs for funding status; Funding Conditions met ASAP and Funded**

**File set up to record for next available recording time (*depends greatly on time of day and county*); Upon confirmation Agents Advised**

**Closing completed, balanced and checks cut within 24 hours of receipt of wire from title**