



STATEMENT OF INFORMATION

COMPLETION OF THIS FORM WILL EXPEDITE YOUR TRANSACTION. PLEASE RETURN TO YOUR REAL ESTATE PROFESSIONAL OR ESCROW OFFICER PROMPTLY. THIS INFORMATION WILL ASSIST IN THE TITLE REPORT REGARDING ANY POTENTIAL MATTERS THAT COULD AFFECT THE PROPERTY BASED UPON A NAME SEARCH.

THE STREET ADDRESS of the property in this transaction is:
 ADDRESS _____ CITY _____

IMPROVEMENTS: SINGLE RESIDENCE MULTIPLE RESIDENCE COMMERCIAL
 OCCUPIED BY: OWNER LESSEE TENANTS
 ANY PORTION OF NEW LOAN FUNDS TO BE USED FOR CONSTRUCTION YES NO

FIRST PARTY NAME			SECOND PARTY NAME		
_____ FIRST	_____ MIDDLE	_____ LAST	_____ FIRST	_____ MIDDLE	_____ LAST
_____ BIRTHPLACE		_____ BIRTH DATE	_____ BIRTHPLACE		_____ BIRTH DATE
_____ I HAVE LIVED IN CALIFORNIA SINCE		_____ SOCIAL SECURITY NUMBER	_____ I HAVE LIVED IN CALIFORNIA SINCE		_____ SOCIAL SECURITY NUMBER
_____ DRIVER'S LICENSE NO.			_____ DRIVER'S LICENSE NO.		
_____ MAIDEN NAME, if applicable					
_____ WE WERE MARRIED ON, if applicable			_____ AT		

RESIDENCE(S) FOR LAST 10 YEARS

_____ NUMBER AND STREET	_____ CITY	_____ FROM	_____ TO
_____ NUMBER AND STREET	_____ CITY	_____ FROM	_____ TO
_____ NUMBER AND STREET	_____ CITY	_____ FROM	_____ TO
_____ NUMBER AND STREET	_____ CITY	_____ FROM	_____ TO

OCCUPATION(S) FOR LAST 10 YEARS

FIRST

_____ PRESENT OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS
_____ PRIOR OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS
_____ PRIOR OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS

SECOND

_____ PRESENT OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS
_____ PRIOR OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS
_____ PRIOR OCCUPATION	_____ FIRM NAME	_____ ADDRESS	_____ NO. OF YEARS

FORMER MARRIAGES, IF ANY: IF NO FORMER MARRIAGES, WRITE "NONE" _____

NAME OF FORMER SPOUSE _____

IF DECEASED: DATE _____ WHERE _____

CURRENT LOAN ON PROPERTY
 PAYMENTS ARE BEING MADE TO: THE FOLLOWING (INCLUDES LOANS, PREVIOUS TAXES, JUDGMENTS, SPOUSAL/CHILD SUPPORT)

1. _____ 3. _____
 2. _____ 4. _____

HOMEOWNERS ASSOCIATION _____ NUMBER () _____

DATE _____ SIGNATURE _____ EMAIL: _____

Please provide best contact phone: HOME: _____ BUSINESS: _____ CELL: _____

DATE _____ SIGNATURE _____ EMAIL: _____

Please provide best contact phone: HOME: _____ BUSINESS: _____ CELL: _____

"WHAT, WHY, WHEN ...WHERE?" QUESTION AND ANSWERS WITH COLLEGE ESCROW, INC.

WHAT: STATEMENT OF INFORMATION

WHY: A property being bought or sold can be affected (clouded) by items other than a Loan, such as taxes or judgments – sometimes these have been paid but not cleared from the property. There also may be someone else with a similar name that has taxes or judgments that can appear on your title search unless eliminated by the information on the STATEMENT OF INFORMATION.

WHEN: The sooner the better! If possible, prior to the opening of the title order in order to assist your Title Company in completing a thorough and accurate Title Report.

WHERE: The STATEMENT OF INFORMATION contains confidential personal information and should be returned directly to your Real Estate professional OR selected escrow Service Provider – and we trust you will choose...



1276 North Yale Avenue, Claremont, California 91711 • (909) 621-7855

www.CollegeEscrow.net

(Please feel free to duplicate this form or download from our website)

NOTIFICATION TO BUYER AND SELLER REGARDING TAX WITHHOLDING REQUIREMENTS OF CALIFORNIA REVENUE AND TAXATION CODE SECTION 18662 AS AMENDED BY AB2065 ON SALE OF REAL PROPERTY:

In accordance with Section 18662 of the Revenue and Taxation Code, a buyer may be required to withhold an amount equal to 3 1/3 percent of the sale price in the case of a disposition of California real property interest by either:

- 1) A seller who is an individual, trust, or estate or when the disbursement instructions authorize the proceeds to be sent to a financial intermediary of the seller, OR
- 2) A corporate seller that has no permanent place of business in California immediately after the transfer of title to the California property.

The buyer may become subject to penalty for failure to withhold an amount equal to the greater of 10 percent of the amount required to be withheld or five hundred dollars (\$500.00)

However, notwithstanding any other provision included in the California statutes referenced above, no buyer will be required to withhold any amount or be subject to penalty for failure to withhold if:

- 1) The sales price of the California real property conveyed does not exceed one hundred thousand dollars (\$100,000), OR
- 2) The seller executes a written certificate, under the penalty of perjury, certifying that the seller is a corporation with a permanent place of business in California, OR
- 3) The seller, who is an individual, trust, estate or a corporation without a permanent place of business in California, executes a written certificate, under the penalty of perjury, of any of the following:
 - A. The California real property being conveyed is the seller's or decedent's principal residence (within the meaning of section 121 of the Internal Revenue Code).
 - B. The last use of the property being conveyed was use by the transferor as the transferor's principal residence within the meaning of Section 121 of the Internal Revenue Code.
 - C. The California real property being conveyed is or will be exchanged for property of like kind (within the meaning of Section 1031 of the Internal Revenue Code), but only to the extent of the amount of gain not required to be recognized for California income tax purposes under Section 1031 of the Internal Revenue Code.
 - D. The California real property has been compulsorily or involuntarily converted (within the meaning of Section 1033 of the Internal Revenue Code) and that the seller intends to acquire property similar or related in service or use so as to be eligible for nonrecognition of gain for California income tax purposes under Section 1033 of the Internal Revenue Code.
 - E. The California real property transaction will result in a loss or net gain not required to be recognized for California income tax purposes.

The seller is subject to penalty for knowingly filing a fraudulent certificate for the purpose of avoiding the withholding requirement.

Seller or buyer may contact Franchise Tax Board Withholding At Source Unit, P.O. Box 651, Sacramento, CA 95812-0651, (916) 845-6442.

SELLERS:

BUYERS:

PRIVACY ACT NOTICE

College Escrow, Inc. has prepared this Privacy Act Notice to comply with the Gramm-Leach Bliley Act. Public Law 106-102 and to inform you regarding its collections, storage and use of information that you and others give it during the processing of your escrow transaction. The information in this Privacy Act Notice applies to Escrow Holder's current and former clients.

1. **Categories of Information Escrow Holder Collects.** We collect nonpublic personal information about you from the following sources:
 - A. Information from you in letters and other communications as well as in escrow instructions and on forms including Statements of Identity, data collection regarding the financial status of the property or you and on other forms; and
 - B. Information directly from third parties including real estate sales agents and brokers, mortgage companies and lenders, title companies, contractors, bookkeepers and accountants, attorneys, homeowners associations, insurance agents, federal, state or local tax or governmental authorities or from others who may give us information on forms or by other methods including but not limited to, telephone, e-mail, facsimile transmission.

2. **Categories of Parties To Whom Escrow Holder Discloses.** We may disclose nonpublic personal information about you to the following types of third parties:
 - A. Financial service providers such as title insurance and underwritten title companies, mortgage companies and lenders as well as insurance agents and companies associated with your escrow transaction.
 - B. Nonfinancial companies such as homeowners associations, attorney, bookkeepers and accountants, federal, state or local tax or governmental authorities, real estate agents and brokers associated with your escrow transaction.
 - C. Service Providers including contractors, structural pest control operators and others rendering services to you or the real property or business that is the subject of this escrow transaction.

We may also disclose nonpublic personal information about you to nonaffiliated third parties as permitted by law. Otherwise, we do not disclose personal or confidential information to anyone outside our company without your consent. We will adhere to the privacy policies and practices as described in this Privacy Act Notice.

We restrict access to your personal and escrow file information to those employees who need to know that information to provide products or services to you. We maintain physical, electronic and procedural safeguards that comply with federal regulations to guard your nonpublic personal information. Your information is stored in a secure place on a secure computer and in physical files. When we dispose of old physical paper files, we have it shredded and recycled by a bonded security company.

You may direct all questions regarding the policies set forth in this Privacy Act Notice to your escrow officer.

INITIAL

INITIAL



1276 N. Yale Avenue • Claremont, CA 91711
Phone (909) 621-7855 • Main Fax (909) 621-7525
www.CollegeEscrow.net

ESCROW NO.: _____

PROPERTY ADDRESS: _____

EXISTING FIRST TRUST DEED LOAN:

Name of Lender: _____ Current Balance: _____

Address: _____

Loan No.: _____ Phone No.: _____

Is your loan impounded to pay for taxes and/or insurance? Please circle which is impounded, if not, check () NO

EXISTING SECOND TRUST DEED LOAN, IF ANY

Name of Lender: _____ Current Balance: _____

Address: _____

Loan No.: _____ Phone No.: _____

HOMEOWNER'S ASSOCIATION INFORMATION

Name of Association: _____

Management Company, if any _____

Address: _____

Account No.: _____ Phone No.: _____

Dues per Month: \$ _____ Paid to: _____

WATER STOCK COMPANY

Water Stock No. Shares: _____

Water Company: _____

Address payment sent to: _____

MAILING ADDRESS AFTER CLOSE OF ESCROW:

Please be advised that when a payoff is ordered by our office to your equity line, your account may be "frozen" for any further advances or clearance of outstanding checks. Please let us know if you are in need of additional funds/clearance of checks for your equity line. Thank you.

USE REVERSE FOR ANY ADDITIONAL LOANS.

PLEASE COMPLETE AND RETURN THIS FORM WITH YOUR SIGNED ESCROW INSTRUCTIONS.

THANK YOU.

As may be specifically and properly required to complete my transaction described in the Escrow Instructions, you are hereby instructed to obtain and comply with pay-off "demands" from the Lenders or parties named above and to make payment(s) in full from funds accruing to my account at close of escrow including but not limited to, forwarding/service/transfer fees/payments/reconveyance fees, interest or prepayment charges as demanded by such instructions without my further approval. The above referenced Lender, Homeowner's Association, and Mutual Water Company may accept a copy of this signed notice as authorization to release information requested by COLLEGE ESCROW, INC..



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**CERTIFICATION OF NON-FOREIGN STATUS
BY INDIVIDUAL TRANSFEROR
(S 1445)**

Section 1445 of the Internal Revenue Code provides that a Transferee (Buyer) of a U.S. real property interest must withhold tax if the transferor (seller) is a foreign person. To inform the transferee (buyer) that withholding of tax is not required upon my disposition of a U.S. real property interest,

I/WE, _____ (Name of Transferor),

hereby certify the following:

- 1. The real property interest being transferred by me consists of an interest in the real property commonly known as:

(Address)

- 2. I am not a nonresident alien for purposes of U.S. income taxation.

- 3. My U.S. taxpayer identification number (Social Security Number) is:

_____ - _____ - _____

- 4. My home address is: _____

I understand that this certification may be disclosed to the Internal Revenue Service by the transferee and that any false statement I have made here could be punished by fine, imprisonment, or both.

Under penalties of perjury, I declare that I have examined this certification and to the best of my knowledge and belief it is true, correct and complete.

Dated: _____

NOTE: For further information furnished concerning the form of this certification, see Temp. Reg 1.1445-T(b), (2).

1099 CERTIFICATION

TO: College Escrow, Inc.

ESCROW NO.: _____

CLOSING DATE: _____

We understand that you must provide information pertaining to this escrow to the Internal Revenue Service as required by the Tax Reform Act of 1986, Internal Revenue Code Section 6045(e), 6676, 6722, 6723 and 7203 and issue a Form 1099.

The undersigned Seller(s) hereby provide and authorize the use of the following information for this reporting purpose and understand that if the correct information is not provided, civil or criminal penalties may be imposed by law.

PURCHASE PRICE: _____

PROPERTY ADDRESS: _____

This is to advise that the TIN Taxpayer's Identification Number (or Social Security Number) for the Seller(s) in this escrow are as follows:

SELLER:

Full Name (Please Print)

Social Security OR Tax Identification Number

Full Name (Please Print)

Social Security OR Tax Identification Number

PROPERTY OWNERSHIP STATUS: Individual _____ Husband and Wife _____ Corporation
Partnership _____ Trust

Percent of Ownership: _____ % (If % of ownership is not 100% another form must be filled out for each Seller).

IS THIS YOUR PRINCIPAL RESIDENCE: Yes () No ()

EXCHANGE TRANSACTION: Yes () No ()

PROPERTY TAX CREDIT: \$ _____

IMPORTANT: Address for mailing the 1099 at or after the close of escrow will be:

Under penalty of perjury, I/We hereby certify the above number(s) and information are true and accurate.

Seller: _____
Signature

Seller: _____
Signature

2013

Real Estate Withholding Certificate

593-C

Part I - Seller's Information			Return this form to your escrow company.	
Name		SSN or ITIN		
Spouse's/RDP's Name (if jointly owned)		Spouse's/RDP's or SSN or ITIN (if jointly owned)		
Address (suite, room, PO Box, or PMB no.)		[] FEIN [] CA Corp no. [] CA SOS file no. - -		
City	State	ZIP Code	Ownership percentage %	
Property address (if no street address, provide parcel number and county)				

To determine whether you qualify for a full or partial withholding exemption, check all boxes that apply to the property being sold or transferred. (See instructions)

Part II - Certifications which fully exempt the sale from withholding:

1. [] The property qualifies as the seller's (or decedent's, if sold by the decedent's estate) principal residence within the meaning of Internal Revenue Code (IRC) Section 121.
2. [] The seller (or decedent, if sold by the decedent's estate) last used the property as the seller's (decedent's) principal residence within the meaning of IRC Section 121 without regard to the two-year time period.
3. [] The seller has a loss or zero gain for California income tax purposes on this sale. To check this box you must complete Form 593-E, Real Estate Withholding-Computation of Estimated Gain or Loss, and have a loss or zero gain on line 16.
4. [] The property is being compulsorily or involuntarily converted and the seller intends to acquire property that is similar or related in service or use to qualify for nonrecognition of gain for California income tax purposes under IRC Section 1033.
5. [] The transfer qualifies for nonrecognition treatment under IRC Section 351 (transfer to a corporation controlled by the transferor) or IRC Section 721 (contribution to a partnership in exchange for a partnership interest).
6. [] The seller is a corporation (or a limited liability company (LLC) classified as a corporation for federal and California income tax purposes) that is either qualified through the California Secretary of State (SOS) or has a permanent place of business in California.
7. [] The seller is a California partnership or a partnership qualified to do business in California (or an LLC that is classified as a partnership for federal and California income tax purposes and is not a single member LLC that is disregarded for federal and California income tax purposes). If this box is checked, the partnership or LLC must still withhold on nonresident partners or members.
8. [] The seller is a tax-exempt entity under California or federal law.
9. [] The seller is an insurance company, individual retirement account, qualified pension/profit sharing plan, or charitable remainder trust.

Part III - Certifications that may partially or fully exempt the sale from withholding:

Real Estate Escrow Person (REEP): See instructions for amounts to withhold.

10. [] The transfer qualifies as a simultaneous like-kind exchange within the meaning of IRC Section 1031.
11. [] The transfer qualifies as a deferred like-kind exchange within the meaning of IRC Section 1031.
12. [] The transfer of this property is an installment sale where the buyer is required to withhold on the principal portion of each installment payment. Copies of Form 593-I, Real Estate Withholding Installment Sale Acknowledgement, and the promissory note are attached.

Part IV - Seller's Signature

Under penalties of perjury, I hereby certify that the information provided above is, to the best of my knowledge, true and correct. If conditions change, I will promptly inform the withholding agent. I understand that the Franchise Tax Board may review relevant escrow documents to ensure withholding compliance and that completing this form does not exempt me from filing a California income or franchise tax return to report this sale.

Seller's Name and Title _____ Seller's Signature _____ Date _____
 Spouse's/RDP's Name _____ Spouse's/RDP's Signature _____ Date _____

Please verify that the SSN or ITIN listed above in Part I of this form is correct.

Seller: If you checked any box in Part II, you are exempt from real estate withholding.
 If you checked any box in Part III, you may qualify for a partial or complete withholding exemption.
 If you did not check any box in Part II or Part III, the withholding will be 3 1/3% (.0333) of the total sales price or the optional gain on sale withholding amount certified by seller on Form 593, Real Estate Withholding Tax Statement.
 If you are withheld upon, the withholding agent should give you one copy of Form 593. Attach a copy to the lower front of your California income tax return and make a copy for your records.

Keep Form 593-C for five years following the close of the transaction. You must furnish the form to the Franchise Tax Board upon request.

Instructions for Form 593-C

Real Estate Withholding Certificate

References in these instructions are to the Internal Revenue Code (IRC) as of January 1, 2009, and to the California Revenue and Taxation Code (R&TC).

In general, for taxable years beginning on or after January 1, 2010, California law conforms to the Internal Revenue Code (IRC) as of January 1, 2009. However, there are continuing differences between California and federal law. When California conforms to federal tax law changes, we do not always adopt all of the changes made at the federal level. For more information, go to ftb.ca.gov and search for **conformity**. Additional information can be found in FTB Pub. 1001, Supplemental Guidelines to California Adjustments, the instructions for California Schedule CA (540 or 540NR), and the Business Entity tax booklets.

Purpose

Use Form 593-C, Real Estate Withholding Certificate, to determine whether you qualify for a full or partial withholding exemption.

Qualifying for an exemption from withholding or being withheld upon does not relieve you of your obligation to file a California income tax return and pay any tax due on the sale of California real estate.

The seller must submit this form before the close of escrow to prevent withholding on the transaction. After escrow has closed, amounts withheld may be recovered only by claiming the withholding as a credit on the appropriate year's tax return.

Part I - Seller's Information

Name, Taxpayer Identification Number, and Address

Enter the name, tax identification number, and address of the seller or other transferor. If the seller does not provide a tax identification number, then Form 593-C is void, and withholding is required.

If the seller is an **individual**, enter the social security number (SSN) or individual taxpayer identification number (ITIN). If the sellers are spouses/registered domestic partners (RDPs) and plan to file a joint return, enter the name and SSN or ITIN for each spouse/RDP. Otherwise, **do not** enter information for more than one seller. Instead, complete a separate Form 593-C for each seller.

If you do not have an SSN because you are a nonresident or a resident alien for federal tax purposes, and the Internal Revenue Service (IRS) issued you an ITIN, enter the ITIN in the space provided for the SSN.

An ITIN is a tax processing number issued by the IRS to individuals who have a federal tax filing requirement and do not qualify for an SSN. It is a nine-digit number that always starts with the number 9.

If the seller is a **grantor trust**, enter the grantor's individual name and SSN. For tax purposes, the grantor trust is disregarded for tax purposes and the individual seller must report the sale and claim the withholding on their individual tax return. If the trust was a grantor trust that became irrevocable upon the grantor's death, enter the name of the trust and the trust's federal employer identification number (FEIN). **Do not enter the decedent's or trustee's name or SSN.**

If the seller is a **non-grantor trust**, enter the name of the trust and the trust's FEIN. **Do not enter trustee information.**

If the seller is a **single member limited liability company (SMLLC)**, enter the name and tax identification number of the single member.

Real Estate Escrow Person (REEP): If you choose to provide a copy of Form 593-C to the buyer, delete the seller's tax identification number on the buyer's copy.

Ownership Percentage

Enter your ownership percentage rounded to two decimal places (e. g. 66.67%). If you are on the title for incidental purposes and you have no financial ownership, enter 0.00 and skip to Part IV. You will not be withheld upon.

Examples of sellers who are on title for incidental purposes are:

- Co-signers on title (e. g. , parents co-signed to help their child qualify for the loan).
- Family members on title to receive property upon the owner's death.

Part II - Certifications That Fully Exempt Withholding

Line 1 - Principal Residence

To qualify as your principal residence under IRC Section 121, you (or the decedent) generally must have owned and lived in the property as your main home for at least two years during the five-year period ending on the date of sale. Military and Foreign Service, get FTB Pub. 1032, Tax Information for Military Personnel.

You can have only one main home at a time. If you have two homes and live in both of them, the main home is the one you lived in most of the time.

There are exceptions to the two-year rule if the primary reason you are selling the home is for a change in the place of employment, health, or unforeseen circumstances such as death, divorce or termination of registered domestic partnership, or loss of job, etc. For more information about what qualifies as your principal residence or exceptions to the two-year rule, get federal Publication 523, Selling Your Home. You can get this publication at irs.gov, or call 800.829.3676.

If only a portion of the property qualifies as your principal residence, insert the percentage allocated to the principal residence in the space above line 1 and inform the REEP.

The allocation method should be the same as the seller used to determine depreciation.

Line 2 - Property last used as your principal residence

If the property was last used as the seller's or decedent's principal residence within the meaning of IRC Section 121 without regard to the two-year time period, no withholding is required. If the last use of the property was as a vacation home, second home, or rental, you do not qualify for the exemption. You must have lived in the property as your main home.

If you have two homes and live in both of them, the main home is the one you lived in most of the time.

Line 3 - Loss or Zero Gain

You have a loss or zero gain for California income tax purposes when the amount realized is less than or equal to your adjusted basis. You must complete Form 593-E, Real Estate Withholding - Computation of Estimated Gain or Loss, and have a loss or zero gain on line 16 to certify that the transaction is fully exempt from withholding.

You may not certify that you have a net loss or zero gain just because you do not receive any proceeds from the sale or because you feel you are selling the property for less than what it is worth.

Line 4 - Involuntary Conversion

The property is being involuntarily or compulsorily converted when both of the following apply:

- The California real property is transferred because it was (or threatened to be) seized, destroyed, or condemned within the meaning of IRC Section 1033.
- The transferor (seller) intends to acquire property that is similar or related in service or use in order to be eligible for nonrecognition of gain for California income tax purposes.

Get federal Publication 544, Sales and Other Dispositions of Assets, for more information about involuntary conversions.

Line 5 - Non-recognition Under IRC Section 351 or 721

The transfer must qualify for nonrecognition treatment under IRC Section 351 (transferring to a corporation controlled by transferor) or IRC Section 721 (contributing to a partnership in exchange for a partnership interest).

Real Estate Escrow Person: If, during the escrow, an individual seller transfers title to a corporation or partnership and then the corporation or partnership transfers title to the buyer, then there are two transfers for withholding purposes. Accordingly, two separate Forms 593-C should be completed for withholding purposes. The individual must complete one form for the transfer to the corporation or partnership. The corporation or partnership must complete the other form for the transfer to the buyer.

Line 6 – Corporation

A corporation has a permanent place of business in California if any of the following apply:

- It is organized and existing under the laws of California.
- It is qualified to transact business in California through the California Secretary of State.
- It will maintain and staff a permanent office in California.

S corporations must withhold on nonresident S corporation shareholders. Get FTB Pub. 1017, Resident and Nonresident Withholding Guidelines, for more information.

Line 7 – Partnership or Limited Liability Company (LLC)

Partnerships and LLCs are required to withhold on nonresident partners and members. For more information, get FTB Pub. 1017.

Withholding is not required if the title to the property transferred is recorded in the name of a California partnership or it is qualified to do business in California.

Withholding is not required if the title to the property transferred is in the name of an LLC, and the LLC meets both of the following:

- It is classified as a partnership for federal and California income tax purposes.
- It is not a SMLLC that is disregarded for federal and California income tax purposes.

If the LLC meets these conditions, the LLC must still withhold on nonresident members. Get FTB Pub. 1017 for more information.

If the SMLLC is classified as a corporation for federal and California income tax purposes, then the seller is considered a corporation for withholding purposes. Refer to Line 6.

If the LLC is an SMLLC that is disregarded for federal and California income tax purposes, then that single member is considered the seller and title to the property is considered to be in the name of the single member for withholding purposes.

When completing Form 593-C as the single member of a disregarded LLC, write on the bottom of the form that the information on the form is for the single member of the LLC, so the REEP will understand why it is different from the recorded title holder.

If the single member is	Complete Form 593-C using:
An individual	The individual's information
A corporation	The corporation's information
A partnership	The partnership's information
An LLC	The single member's information

Line 8 – Tax-Exempt Entity

Withholding is not required if the seller is tax-exempt under either California or federal law (e. g. , religious, charitable, educational, not for profit organizations, etc.).

Line 9 – Insurance Company, Individual Retirement Account, Qualified Pension or Profit-Sharing Plan, or Charitable Remainder Trust

Withholding is not required when the seller is an insurance company, individual retirement account, qualified pension or profit-sharing plan, or a charitable remainder trust.

Part III - Certifications That May Partially or Fully Exempt the Sale From Withholding

Complete Part III only if you did not meet any of the exemptions in Part II. If you met an exemption in Part II, skip to Part IV.

Line 10 – Simultaneous Exchange

If the California real property is part of a simultaneous like-kind exchange within the meaning of IRC Section 1031, the transfer is exempt from withholding. However, if the seller receives money or other property (in addition to property that is a part of the like-kind exchange) exceeding \$1,500 from the sale, the withholding agent must withhold.

Line 11 – Deferred Exchange

If the California real property is part of a deferred like-kind exchange within the meaning of IRC Section 1031, the sale is exempt from withholding at the time of the initial transfer. However, if the seller receives money or other property (in addition to property that is a part of the like-kind exchange) exceeding \$1,500 from the sale, the withholding agent must withhold.

The intermediary or accommodator must withhold on all cash or cash equivalent (boot) it distributes to the seller if the amount exceeds \$1,500. If the exchange does not take place or if the exchange does not qualify for nonrecognition treatment, the intermediary or accommodator must withhold 3 1/3% (. 0333) of the total sales price.

Line 12 – Installment Sale

For installment sales occurring on or after January 1, 2009, the buyer is required to withhold on the principal portion of each installment payment if the sale is structured as an installment sale. The buyer must complete and sign Form 593-I, Real Estate Withholding Installment Sale Acknowledgement, and attach a copy of the promissory note with the first installment payment.

When the withholding amount on the first installment principal payment is sent to the FTB, the FTB must also receive a completed Form 593-I, a completed Form 593, Real Estate Withholding Tax Statement, and a copy of the promissory note.

Part IV - Seller's Signature

You must sign this form and return it to your REEP by the close of escrow for it to be valid. Otherwise, the withholding agent must withhold the full 3 1/3% (. 0333) of the total sales price or the optional gain on sale withholding amount from line 5 of Form 593 that is certified by the seller.

Any transferor (seller) who, for the purpose of avoiding the withholding requirements, knowingly executes a false certificate is liable for a penalty of \$1,000 or 20% of the required withholding amount, whichever is greater.

Instructions for Proceeds

RE: ESCROW NO.: _____

Upon the close of the above referenced escrow, you are hereby instructed to disburse the proceeds due the undersigned as follows:

PLEASE CHECK ONE OF THE FOLLOWING:

- Check for proceeds will be picked up at your office.
- Check is to be delivered to picked up by my real estate agent.
- Mail check to:

- Overnight my check to:

- Wire Transfer Funds

Bank Name: _____

Bank Address: _____

ABA/Routing#: _____

Account #: _____

Name on Account: _____

- Other instructions: _____

My/Our forwarding address after the close of escrow will be:

Signature(s):
