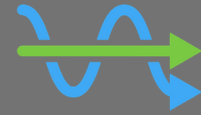


ALLY SIMPLIFY ACCESS PACKAGES



From Executed Contract-to-Close Service

VIP

BACKSTAGE

- Introductory call and email to your Client to go over next steps, within 24 hours of receiving the order with the FULLY EXECUTED Contract and Addendum.
- Introductory email to the Title Company, the Cooperating Agent, and the lender with a copy of the executed contract and all necessary addenda.
- Coordinate on-time delivery of Earnest Money Deposit to the appropriate parties, as needed.
- Confirm with the Lender that Buyer has completed loan application, and obtained pre-qualified or pre-approved status.
- Monitor, set reminders, review and complete all time-sensitive tasks and deadlines through our cloud-based Transaction Management System.
- Send constant updates to you, Title Company, Lender, your Client and vendors, either by email, text or phone.
- Ensure all documents are collected and signed by all parties within contract time frames.
- Acquire existing survey and title policy (if they exist and are still valid); make sure new survey gets ordered, if needed.

