



# DOCU-FILE, inc.

A Title & Escrow Company

## FACTS ABOUT DOCU-FILE

We are an energetic young company founded to provide a clear alternative to the large “business-as-usual” giants of our industry. Our mission is to provide fast, accurate service customized to fit your company's documentation and workflow requirements. And, we are dedicated to providing that service in a friendly, professional manner.

### Just a few facts...

- Nationwide (50 state) service, specializing in speed, accuracy and client satisfaction
- Customized, secure on-line documentation and title ordering
- Knowledgeable, experienced staff-personalized attention
- 8-hour turnaround on 90% of lot book orders
- 24-hour turnaround on most lot book orders in AZ, CA, CO, FL, NV and WA
- 4-hour lot book updates
- Specialists in resolving issues, clearing titles, and making quick amendments
- Easy-to-read documentation format
- Standard industry fees inclusive of most services
- Predecessor title business founded 1980
- Mortgage title search and escrow business started 1997

### Docu-File services include:

- Title and escrow services in 50 states plus licensed title insurance in the states of Florida and Iowa.
- ALTA policies
- Lot book/current owner searches
- Closing-document signing
- Recording of documents
- Document retrieval
- Property profile
- 30-year search
- Gap search

Docu-File, Inc.

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## ABOUT [WWW.DOCUFILEUSA.COM](http://WWW.DOCUFILEUSA.COM)

Docu-File takes full advantage of the most revolutionary communication system of our time-- the Internet.

The DocufileUSA Web site has been designed to incorporate the latest IT technologies in a robust, secure, user-friendly environment. The site is administered and hosted by Docu-File's own IT department and staff assuring our clients of a stable, dependable platform for conducting business.

At [www.docufileusa](http://www.docufileusa), clients have immediate secure access to on-line title ordering and documentation customized to meet their file sharing, retrieval, reporting, review and formatting requirements.

Clients will discover on-line ordering fast, simple and secure with data fields automatically populated with relevant, repeating data and prompts designed to speed the transaction, track and date processing, display records and properly archive documentation with appropriate off-site backup.

In addition to on-line services, Docu-File offers complete telephone, fax, postal and wire services as necessary to meet the general needs and special requirements of client workflow, documentation and records reconciliation.

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