



## LENDER/OTHER PARTY CLAIM SUBMITTAL FORM

**INSTRUCTIONS:** Please fill in all applicable fields below, attach necessary documents if available and submit your request in writing via one of the following channels:

**Email:**  
[claims.nic@firstam.com](mailto:claims.nic@firstam.com)

**Fax:**  
877-804-7606

**Mail:** First American Title Insurance Company  
Attn: National Claims Intake Center  
5 First American Way, Santa Ana, CA 92707

If you do not receive a response to your request within 5-10 business days after submitting this form or if you have questions regarding this process please call the National Claims Intake Center at: **888-632-1642** \*Signifies required fields

### Claimant Information:

|               |                      |                       |   |
|---------------|----------------------|-----------------------|---|
| Company       | <input type="text"/> | Representing          | <input type="text"/>                          |
| Contact Name* | <input type="text"/> | Insured, if different | <input type="text"/>                          |
| Address*      | <input type="text"/> | Phone Number*         | <input type="text"/> Ext <input type="text"/> |
| City          | <input type="text"/> | State                 | <input type="text"/>                          |
|               |                      | Zip Code              | <input type="text"/>                          |
| Your File No. | <input type="text"/> | Contact E-mail        | <input type="text"/>                          |
|               |                      | Loan Number           | <input type="text"/>                          |

### Property and Policy Information:

|                          |                      |               |                      |
|--------------------------|----------------------|---------------|----------------------|
| Borrower(s)              | <input type="text"/> | Underwriter   | <input type="text"/> |
| Insured Property Address | <input type="text"/> | Policy Number | <input type="text"/> |
| City                     | <input type="text"/> | County        | <input type="text"/> |
|                          |                      | State*        | <input type="text"/> |
|                          |                      | Zip Code      | <input type="text"/> |

### Claim Information: (Choose all that apply)

|   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Prior Lien                         | <input type="checkbox"/> Defense / Lawsuit / Bankruptcy       | <input type="checkbox"/> Legal Description                  | <input type="checkbox"/> Property Line Dispute / Survey Issues |
| <input type="checkbox"/> [If Prior Lien, choose one]        | Date <input type="text"/>                                     | <input type="checkbox"/> [If legal description, choose one] | <input type="checkbox"/> Access / Easement / Encroachment      |
| <input type="checkbox"/> Unpaid Taxes / Special Assessments | <input type="checkbox"/> Mobile Home Affixture                | <input type="checkbox"/> Escrow / Settlement                | <input type="checkbox"/> Fraud / Forgery                       |
| <input type="checkbox"/> Vesting / Interests                | <input type="checkbox"/> Missing Authority / Defective Notary | <input type="checkbox"/> Unrecorded Documents               | <input type="checkbox"/> Other                                 |

**Brief explanation of claim\*** (If additional space is needed for explanation attach as a separate document):

### Documents to be attached to all Claim Submissions: (if applicable)

- Copy of Policy and/or Title Commitment from the Insured Transaction (both if available)
- Copy of HUD-1 or Final Settlement Statement from the Insured Transaction
- Recent Title search or Commitment showing the Claims Issue
- If the current holder of the note is not the original insured lender, assignments showing the chain of transfers to the current holder
- Any correspondence or notices received from an adverse party
- Pleadings served on the insured claimant, if the claim involves litigation / any other relevant documents obtained by Lender or Counsel
- Survey if one is available on claims involving issues of Access, Easement, Legal Description or Survey / Boundary / Encroachment
- Tax bills or notices if claim issue involves Taxes / Assessments