**FORMAT FOR BACKUP FOR CAUTIONARY NOTICE**

**To be Completed by Underwriter**

When a cautionary notice has the potential to stop or trigger questions about future transactions, it is important to document the reasons for the cautionary notice, the type of issue that triggered the caution, and any identification factors that will help us distinguish a malefactor from an innocent victim.

**Greater detail is important**, because a transaction may be flagged years later, after you have retired.

**Submitted**

Submitted by:

Email:

Phone:

Date:

**Names to be Flagged:** (provide identifying information, such as SS#, DL#, height, weight, age, if available – please indicate if they are a victim, a suspected perpetrator, and the role played by each such as a title agent, realtor, notary, mortgage broker)

**Locations:**

 County:

Property address:

 Brief legal:

Parcel ID No.:

Location of involved parties:

**Issue of Concern:** (check all that apply)

\_\_\_\_ **Forged documents (provide recording information of instrument):**

* \_\_\_\_ Deed:
* \_\_\_\_ Mortgage:
* \_\_\_\_ Satisfaction or Release:

\_\_\_\_ **Questionable transaction:**

* \_\_\_\_ Flip
* \_\_\_\_ Side payments
* \_\_\_\_ Double HUDs
* \_\_\_\_ Straw Buyer
* \_\_\_\_ Equity Skimming
* \_\_\_\_ Foreclosure Rescue
* \_\_\_\_ Playing the Gap

\_\_\_\_ **Identification Issues:**

* \_\_\_\_ Identity Theft
* \_\_\_\_ Questionable Identification
* \_\_\_\_ Competency Questions
* \_\_\_\_ Elder Abuse/Undue Influence

\_\_\_\_ **Funds:**

* \_\_\_\_ Questionable funds
* \_\_\_\_ Cashier’s Checks

\_\_\_\_ **InfoSec**

* \_\_\_\_ Hacked E-mail
* \_\_\_\_ Attempts to redirect wires
* \_\_\_\_ Other

**Brief summary of factual basis supporting issuing of caveat:** (attach any pertinent documents or provide OR Book and Page)

**Contact for further information:**

\_\_\_\_ Submitter

\_\_\_\_ Other (name, phone and email):

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**These are to be posted, along with copies of any backup documents or materials, to the WFG** [**Cautionary Lists Sharepoint Site**](http://sharepoint.williston.local/cautionary/SitePages/Home.aspx) **at** [**http://sharepoint.williston.local/cautionary/SitePages/Home.aspx**](http://sharepoint.williston.local/cautionary/SitePages/Home.aspx)