POLICY IN FORCE STANDARDIZED DATA REQUEST
Title Line of Business

Contents: This file should be downloaded from the company system(s) and contain one record for each title policy issued in [applicable state] at any time during the examination period.

For any fields where there are multiple entries, please repeat field as necessary.

Uses: Data will be used to determine if the company follows appropriate procedures with respect to the issuance and/or underwriting of title policies in [applicable state] within the scope of the examination.
- Cross-reference with the claims data file to validate the completeness of the in force file; and
- Cross-reference to state(s) licensing information to ensure proper agent licensure.

Field Name	Start	Length	Type	Decimals	Description
TAgency	1	20	A		Title agency name
TUnder	21	20	A		Underwriting title insurer
CoCode	41	5	A		NAIC company code
PolPre	46	3	A		Policy prefix (**Blank if NONE**)
PolNo	49	20	A		Policy number
PolSuf	69	3	A		Policy suffix (**Blank if NONE**)
PolTyp	72	1	A		Type of policy (Presumably an alphabetic character such as O (Owner), M (Mortgagee), L (Lender), S (Simultaneous), H (Hold Open) **Please provide a list to explain any codes used**
PolForm	73	10	A		Policy form number as filed with the insurance department
Reissue ~~PolTyp2~~	83	1	A		~~Reissue~~ Is the policy reissued? (Y/N)
ArbProv	84	1	A		Arbitration provision (Y/N)
ClsFilNo	85	10	A		Closing file number
PropTyp	95	15	A		Property type – residential or non-residential
LiabAsmd	110	10	N	2	Amount of liability assumed
PolAmt	120	10	N	2	Dollar limit of coverage
FileNo	130	10	A		File identifier assigned by agent or company's issuing office (order number)
SalePrc	140	10	N	2	Sale/Purchase price of subject property
LoanAmt	150	10	N	2	Loan amount
CommitDt	160	10	D		Date commitment issued [MM/DD/YYYY]
CloseDt	170	10	D		Date transaction closed [MM/DD/YYYY]
EffDt	180	10	D		Effective date of policy [MM/DD/YYYY]
PollssDt	190	10	D		Date policy issued/delivered to insured [MM/DD/YYYY]

Field Name	Start	Length	Type	Decimals	Description
DRecDt	200	10	D		Date deed is recorded [MM/DD/YYYY]
DPrsDt	210	10	D		Date deed was presented for recording [MM/DD/YYYY]
DisbDt	220	10	D		Disbursement date [MM/DD/YYYY]
AgCode	230	6	A		Company internal agent, CSR, or agency identification code **Please provide a list to explain any codes used**
NPN	236	6	A		National producer number
AgFirst	242	15	A		First name of agent
AgMid	257	15	A		Middle name of agent
AgLast	272	20	A		Last name of agent (or agency name, if applicable)
AgStat	292	15	A		Status of agent, CSR or agency appointment (active, inactive, terminated, etc.)
AgAddr	307	25	A		Agent's, CSR's or agency's street address
AgCity	332	25	A		Agent's, CSR's or agency's city
AgSt	357	2	A		Agent's, CSR's or agency's state abbreviation
PrZip	359	9	A		Agent's, CSR's or agency's ZIP code
~~RiskRate~~ BasePrem	368	10	N	2	Base ~~Total~~ premium charged for the policy per company filed rates as defined by [Insert statutory citation here]
~~RateClas~~ EndorLst	378	20	A		~~Risk-rate classification~~ List endorsements attached to the policy **Please provide a list to explain any codes used**
~~BasPrmCr~~ EndorPrm	398	10	N	2	~~Basis for premium credit/loan payoff – prior~~ Endorsement premium
DiscTyp	408	25	A		Type of policy discount (Employee, military, charitable organization, etc.) **If codes are used, provide a list of codes along with their meanings**
DiscAmt	433	10	N	2	Discount (percentage or amount)
AgRetPrm	443	10	N	2	Amount of premium retained by the agent or agency
RemitPrm	453	10	N	2	Premium remitted by agency to insurer
CPLetter	463	1	A		Closing protection letter (Y/N)
CPFee	464	10	N	2	Closing protection fee
TSChgs	474	10	N	2	Title service charges
ClosChgs	484	10	N	2	Closing charges
~~TranCode~~					~~Transaction code~~
RemitDt	494	10	D		Date premium remitted to insurer [MM/DD/YYYY]
LendName	504	50	A		Full name of lender insured by policy (if applicable)
OwnFirst	554	15	A		First name of owner insured by policy (if applicable)
OwnMid	569	15	A		Middle name owner insured by policy (if applicable)
OwnLast	584	20	A		Last name of owner insured by policy (if applicable)

Field Name	Start	Length	Type	Decimals	Description
PropAddr	604	25	A		Address of subject property
PropCity	629	20	A		City of subject property
PropSt	649	2	A		State of subject property
PropZip	651	9	A		ZIP code of subject property
PropCty	660	20	A		County of subject property
SellName	680	50	A		Name of seller of subject property
RealEst	730	50	A		Name of real estate agent involved in transaction
NewConst	780	1	A		Subject property a new construction (Y/N)
~~Endorse~~					~~Endorsements issued (Y/N)~~
Ref	781	1	A		Refinance transaction (Y/N)
Second	782	1	A		2nd mortgage (Y/N)
EndRec	783	1	A		End of record marker. Please place an asterisk in this field to indicate the end of the record. This must be in the same character position for every record in this table.