

Part 519 – Farm and Ranch Lands Protection Program

Subpart J – Exhibits

519.116 Checklist of Items for Closing

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Farm and Ranch Lands Protection Program

Items submitted to the Office of General Counsel (OGC)

OGC must conduct a preliminary and final title review for parcels acquired under the 2006, 2007 and 2008 Fiscal Year Cooperative Agreements.

1. Landowner/s name exactly as identified on the deed and title policy
2. Marital Status: Marital status of landowner/s
3. Address: Landowner Address
4. County: County where easement resides
5. NRCS Easement Number: Nest generated number – must match what is on the Cooperative Agreement.
6. Price: The exact consideration to be paid the landowner
7. Acres: The acreage amount equal to what is on the survey or property description
8. Type of Easement: Perpetual
9. Name, Phone number, address, and email address of title attorney

Items to Submit to OGC for Preliminary Review:

(Submit copies of these documents unless OGC requires originals):

- _____ Easement Area Description and map
- _____ Title Commitment
- _____ Copies of title curative documents as needed
- _____ Signed Mortgage Subordination and Lien Waiver form if necessary
- _____ Copy of the deed of easement
- _____ Copy of survey of the easement area if available
- _____ Certificate of Use & Consent
- _____ Preliminary Certificate of Inspection & Possession
- _____ Hazardous Materials Checklist
- _____ Copies of the portion of organizational documents showing who has
- _____ “Authority to sign” documents (I.E. By-laws, Articles of Incorporation)

Items to Submit to OGC for Final Review

- _____ Filed Deed of Easement
- _____ Title Insurance Binder
- _____ Final Certificate of Inspection and Possession