

EASEMENT GUIDELINES

Legally, we must do the following when filling out the easements.

1. If more than one person is listed on the legal description, every person listed must sign.
2. If a husband and wife are listed on the legal description, both must sign and write husband or wife behind their names.
3. Signatures must be exactly as names appear on easement including middle initial.
4. Legal descriptions which indicate a corporation, at least one officer needs to sign and indicate his/her position.
5. Legal description with “et all” means all included under “et all” need to sign.
6. Legal descriptions which indicate a “trust” must have a signature of all in the trust with trustee listed behind each name.
7. Any contract for deeds must include signature of buyer and seller and title listed behind appropriate name.
8. If the legal description includes “%” which means in care of another party, it needs to be determined if “in care of name or entity is also owner or has power of attorney.”
9. If a deceased person is listed on easement, an estate representative needs to be appointed if not already determined and the representative must sign.
10. If a legal description includes LLC which means limited liability company, all members must sign.