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RE: REAL ESTATE ENGAGEMENT LETTER

Thank you for selecting our firm to represent you in the purchase of your new home. We look forward to providing you as smooth and rewarding a transaction as possible.

We would like to take this opportunity to tell you what you can expect from us in the closing process. As your closing attorneys, we will update the title to the subject property and prepare loan documents for you. Out of pocket expenses for surveys, termite report, title insurance, hazard insurance and recording fees are NOT typically included in our legal fee. Most closings do not require any work beyond the title search and the loan document preparation; however, in the event you require representation prior to closing or additional work becomes necessary such as the drafting of an escrow agreement, an encroachment agreement or other additional documentation, a separate fee will be charged in accordance with the nature and complexity of the work involved. Also, your closing will always be conducted by an attorney. On rare occasions a scheduling issue could arise which might require either Ryan Lockamy or Darin Meece to cover all or part of a closing but at all times your matter will be handled by a qualified and experienced attorney.

We offer all buyers two options regarding the type of title search performed for them: 1) A title update exam which is included in our standard legal fee or 2) a full search comprised of 40 years examination of the public records for an additional charge of \$200.00.

A title update search begins with the date and time of issuance of your seller's prior title insurance policy. This will enable you to "tack" onto the prior coverage and usually saves you significantly on the title insurance premium. This also means that we will not search the public records pertaining to the subject property prior to the issuance of the existing title insurance policy. Nonetheless your title insurance company should cover you against all claims that are not excepted from the policy, even if such claims arise out of defects or encumbrances which occurred prior to the search period, because of the prior policy's existence.

PLEASE ALSO BE AWARE THAT SURVEYS, MATTERS OF ZONING AND ENVIRONMENTAL HAZARDS ARE NOT INCLUDED IN A STANDARD TITLE SEARCH; HENCE, IF YOU REQUIRE ADDITIONAL INFORMATION CONCERNING THESE ISSUES, PLEASE LET US KNOW AT LEAST TWO WEEKS PRIOR TO CLOSING. Zoning laws affect setback and use requirements for landowners. Environmental hazards include, but are not limited to, the existence of radon gas, lead based paint, underground storage tanks and asbestos.

Please be aware that the title search and survey for your property can take a substantial amount of time; hence, unless, we hear otherwise from you, we will begin this work shortly after we have been retained to perform this work for you. **PLEASE UNDERSTAND THAT WE MUST CHARGE FOR ALL WORK PERFORMED FOR YOU EVEN IF YOUR TRANSACTION DOES NOT OCCUR FOR ANY REASON.** If you are not certain of the viability of any transaction, we suggest you contact us to delay our work for you.

We make every effort to make this a simple process and have enclosed some answers to frequently asked questions that you may already have.

- 1.) What do I need to bring to my closing?
 - A.) Buyers/Refinance Customers- Picture ID, any funds needed to close (if more than 3,000 dollars) in certified check form payable to, “Brock & Meece, P.A.”; your spouse (or make arrangements for them to sign any documents they need to before closing). If you prefer to wire needed funds, let us know and we will be glad to send you the instructions.
 - B.) Sellers- Either you or your agent needs to bring all signed and notarized documents such as the deed, lien waiver, etc. ,which we or your attorney prepares, and which are needed to convey title, any funds needed, your spouse (or make arrangements for them to sign any documents they need to before closing).
- 2.) How do I get to the closing?
 - A.) **From Raleigh**, Take the I-440 / INNER BELTLINE ramp toward CARY/DURHAM. Merge onto I-40 W. Take the NC-55 exit-EXIT 278-toward NC-54 / APEX. Turn LEFT onto NC-55. Turn LEFT onto MARTIN LUTHER KING JR PKWY. Turn RIGHT onto HOPE VALLEY RD/ NC-751 / NEW HOPE VALLEY RD. Continue to follow HOPE VALLEY RD / NC-751. We are located on the LEFT hand side, 3130 HOPE VALLEY RD.
 - B.) **From Chapel Hill**, Turn SLIGHT LEFT onto US-15 N / US-501 N / N FORDHAM BLVD. Continue to follow US-15 N / US-501 N. Take the MARTIN LUTHER KING JR PRK exit –EXIT 105B. Merge onto MARTIN LUTHER KING JR PKWY. MARTIN LUTHER

KING JR PKWY becomes ARCHDALE DR. Turn LEFT onto HOPE VALLEY RD / NC-751 / NEW HOPE VALLEY RD. Continue to follow HOPE VALLEY RD / NC-751. We are located on the LEFT hand side, 3130 HOPE VALLEY ROAD.

C.) **From Northgate Mall in Durham,** Start out going EAST on W CLUB BLVD toward N GREGSON ST. Turn RIGHT onto N GREGSON ST. N GREGSON ST becomes VICKERS AVE. Turn SLIGHT RIGHT onto UNIVERSITY DR / US-15 BR / US-501 BR. Continue to follow UNIVERSITY DR. Turn LEFT onto HOPE VALLEY RD / NC-751. We are located on the RIGHT hand side, 3130 HOPE VALLEY ROAD.

3.) How much money should I bring to the closing?

We will make every effort to let you know how much is needed to close within (24) twenty-four hours before closing. However, we can only do that if we have a closing package from the lender. If we cannot give you an exact amount, our experience is that it often relieves stress to just get the amount reported on the Good Faith Estimate and we can accept the remaining amount via personal check or credit card at closing. If you have any questions, please call us or have your agent call us. You may also want to check with your lender to find out when the package is sent out. Remember, any funds over \$3000.00 dollars need to be in a certified check to Brock & Meece Real Estate Trust Account. In case you prefer to wire funds directly to us, let us know and we will be glad to send you the instructions.

If you have any special needs, timing or questions, please do not hesitate to contact us, email is preferred. You may email me at darin@meececlawfirm.com, or you may email the real estate paralegals at betty@meececlawfirm.com, realestate@meececlawfirm.com, postclosing@meececlawfirm.com or mailbox@meececlawfirm.com. You can also reach us by phone at (919) 401-5913.

Our law firm strives to be a full service, professional firm. We serve our clients with integrity and hope you will consider us for any future real estate or other legal matter you may have. Please let us know if we can be of any assistance in the future.

Again, we look forward to assisting you with your up coming closing.

Sincerely,

Darin P. Meece