

# VESTA

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## SETTLEMENTS

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Thank you for choosing Vesta Settlements to handle the administration and closing of your refinance. We will be working closely with you, your lender, and any other party involved to ensure a smooth settlement. We will be in close contact with your lender to assist in arranging a mutually convenient time for your settlement. We understand that sometimes scheduling conflicts arise. If you will be unable to attend the settlement, please contact us immediately and we can make the necessary arrangements. If a **Power of Attorney** is to be used, it must be approved by your lender, and this office prior to settlement, and we must receive the notarized original on or before settlement. We can prepare the Power of Attorney for you for a fee of \$95.

Throughout the process, Vesta Settlements will perform the following services for you: obtain information for the payoff of existing financing, prepare releases to remove existing liens from the land records; prepare the settlement statement; receive and disburse funds for the borrower; prepare certificates of non-foreign status and required tax forms.

**Please bring the following to settlement:**

- **Photo Identification (e.g. driver's license or passport)**
- **Copies of the latest statements of any loans or other items to be paid at settlement**
- **A voided check, if you would like us to wire funds to your account**

Please immediately visit our website at [www.vestasettlements.com](http://www.vestasettlements.com) where you will find our Refinance Information Sheet. This is a very important step in the timely processing of your file. You will find this form in the "Resources" section under "Forms". Kindly fill it out and submit via our website. You will also be prompted to print, sign and return our Payoff Authorization Form which is required in order for us to obtain your current lender payoff information. If you require special documentation, such as a Power of Attorney, please contact us prior to settlement to prepare or to obtain approval of the document.

Virginia law requires that certain documents be recorded in the land records of the courthouse prior to disbursing any monies from the transaction. Furthermore, settlement companies are given two business days to record these documents and disburse funds. However, Vesta Settlements makes every effort to disburse monies from your settlement quickly and efficiently. In most cases funds will be available the next business day. Our staff can wire transfer funds directly to your account if you provide a voided check; the net proceeds can be mailed pursuant to your instructions; or you can arrange to pick up the funds after settlement. Please keep in mind that most refinances have a 3 day Right of Rescission, so funds will be available 24-48 hours AFTER the 3 day rescission period.

We look forward to working with you and making the refinance of your property a smooth, stress-free experience.

Sincerely,

The Team at Vesta Settlements  
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