

**ACCOMMODATION RECORDING INSTRUCTIONS**

DATE:

The undersigned(s) hereby hand the Company a check in the amount of \$\_\_\_\_\_ payable to the Company to be used for payment of the recorder’s office fees, charges, and documentary transfer tax, if any, together with following document(s) for recordation in \_\_\_\_\_ County, California, in no particular order:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

The undersigned(s) understand that the documents will not be recorded if the check is insufficient.

The undersigned(s) instruct(s) the Company not to undertake any review as to form, substance, execution or legal effect in connection with the documents.

The undersigned(s) declare(s) and represent(s) to the Company that they have all necessary authority and power to record, and to instruct the Company to record the documents.

The undersigned(s) hereby understand(s) and agree(s) that the Company:

- will not review the documents for any purpose and will not issue any policies of title insurance based on the recording of the documents;
- will make no charge for this service except for expenses actually incurred;
- will perform this service as an accommodation only and will derive no commercial benefit from this service;
- shall have no liability or responsibility as to the condition of title to the property described in the documents, or as to the priority, validity, sufficiency or effect of the documents;
- shall have no liability or responsibility as to whether the documents may be recorded or as to the effect of recordation of the documents, nor as bailee of and/or for said documents;
- does not perform this service in the ordinary course of business and is unwilling to record the documents as an accommodation without being fully indemnified and held harmless as set forth in the following paragraph.

**IN CONSIDERATION FOR THIS SERVICE, THE UNDERSIGNED(S) HEREBY PROMISE, COVENANT AND AGREE THAT WE HOLD THE COMPANY HARMLESS AND PROTECT AND INDEMNIFY YOU AGAINST ANY AND ALL LIABILITIES, LOSSES, DAMAGES, EXPENSES, AND CHARGES INCLUDING, BUT NOT LIMITED TO, ATTORNEYS’ FEES AND COSTS OF SUIT WHICH THE COMPANY MAY SUSTAIN FROM RECORDING THE DOCUMENTS LISTED ABOVE. THE UNDERSIGNED(S) HEREBY RELEASE THE COMPANY FROM ANY LIABILITY WHICH MAY OCCUR BY REASON OF THE COMPANY’S FAILURE TO RECORD THE DOCUMENTS IN A TIMELY FASHION, THE LOSS OR THEFT OF SUCH DOCUMENTS, INCLUDING, BUT NOT LIMITED TO, ANY SUCH LOSS OCCASIONED BY A MESSENGER SERVICE USED BY THE COMPANY OR BY THE COUNTY RECORDER’S OFFICE . THE UNDERSIGNED(S) FURTHER ACKNOWLEDGE THAT THIS INSTRUCTION WILL BE ATTACHED TO EACH DOCUMENT LISTED ABOVE AND MADE A PART THEREOF.**

Principal \_\_\_\_\_  
 Name Printed \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: (    ) \_\_\_\_\_

Principal \_\_\_\_\_  
 Name Printed \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: (    ) \_\_\_\_\_