



Thank you for your interest in joining Old Republic Servicing Solutions (ORSS) network of Real Estate Professionals.

The application provided herein must be completed, in its entirety, and returned to our Vendor Administrator at ORSS.BPOAgent2@oldrepublictitle.com. By submitting the application, along with the requested documents, you agree to act as an independent contractor in the performance of Broker Price Opinions for our default services group on behalf of our clients.

The following documentation will be **required** in order for ORSS to add you to our database of vendors:

- ***Completed and signed BPO application***
- ***Certification Policy***
- ***Fee Reduction Policy***
- ***Legible copy of Real Estate License***
- ***Copy of current E&O***
- ***IRS W-9 form for Agent***
- ***Confidentiality Agreement***

Please note that we will be unable to review your application until **ALL** of the requested information has been received. We do ask that you forward all documentation together.

Additionally, many of our clients require background checks for all subcontractors/3rd party suppliers with access to nonpublic personal information or private property. Therefore, Old Republic now requires a background investigation as part of its vendor application process. We have included a list of commonly asked questions regarding this process.

Your application and accompanying documents will be reviewed for approval within 10 business days of submission at which time you will be notified by email regarding our decision. If your application is approved, you will be instructed to complete a background investigation through Sterling Infosystems, Inc.

We look forward to working with you.

Vendor Management Team
Old Republic Servicing Solutions

2016-01-28

Agent/BPO Reference Application

- Is your license and E&O Insurance up to date? YES NO
- Specify license type. _____
- Note: You will be required to provide a copy of license and E&O.*
- How many years experience as a licensed appraiser or real estate agent do you have? ____ Years ____ Months
- Do your services include REO's, BPO's and/or Appraisals? Yes
 NO If no, please list services included _____
- **What** data/verification services do you utilize when completing orders?
- Do your services include Historical BPO's/ Appraisals?
 YES NO —
- Would you be willing to testify in court or arbitration?
 YES NO
- Have you ever been an employee of Old Republic? Yes ____ No
- If Yes, what department and what period of time?
Department _____
From _____ To _____
- Please provide at least two professional references.
1. _____
2. _____



OLD REPUBLIC SERVICING SOLUTIONS

- Are you AQB Compliant (Appraisers only)? ___ Yes ___ No
- Are you approved for FHA/VA (Appraisers) ___ Yes ___ No
- Please list any other licenses, certifications, and or professional affiliations.

Name: _____

Title: _____

Company: _____

Address: _____

City/State/Zip _____

Phone#: _____

Email: _____

***** Please include a copy of your W9 (either personal or company), a current copy of your Real Estate License, your E/O Insurance and the following Confidentiality Agreement *****



CONFIDENTIALITY AGREEMENT

Contractor acknowledges that it has been informed that Old Republic Servicing Solutions, a division of Old Republic Diversified Services, Inc, a Minnesota corporation (“Old Republic”) has entered into numerous agreements requiring that Old Republic obtain a written confidentiality agreement from Old Republic’s contractors and subcontractors to protect and secure any Confidential Information disclosed by Old Republic to such contractors and subcontractors. This Confidentiality Agreement shall be deemed to be an addendum to any service or other agreement between Old Republic and Contractor. In consideration of the continued employment or engagement of Contractor by Old Republic and for other valuable consideration, Contractor agrees as follows:

1. Contractor acknowledges that all information in any form, including, but not limited to, printed or oral communications and information stored in printed or electromagnetic format, furnished directly or indirectly to Contractor by Old Republic is of a confidential nature and is a valuable, special and unique asset. All such information disclosed by Old Republic to Contractor including, but not limited to, information that relates to the business of Old Republic or Old Republic’s customers, information that relates to the business relationships or methods of transacting business of Old Republic or Old Republic’s customers, and any non-public personal information relating to consumers shall be deemed “Confidential Information”.

2. Contractor agrees not to sell, transfer, publish, disclose, display or otherwise make available to others and/or use for any purpose other than performing its obligations under any service agreement with Old Republic any Confidential Information without Old Republic’s prior written consent. In addition, Contractor agrees not to use any non-public personal information about Old Republic’s customers or other consumers in any manner prohibited by Title V of the Gramm-Leach-Bliley Act, and further agrees to implement and maintain appropriate measures designed to meet the objectives of the guidelines establishing standards for safeguarding such non-public personal information. Contractor shall protect any Confidential Information from disclosure with the same degree of care afforded by the Contractor to the Contractor’s own Confidential Information, but in no event less than a reasonable standard of care. All the Contractor’s obligations and undertakings relating to Confidential Information shall survive the termination of this Confidentiality Agreement for any reason.

3. Contractor shall not be required to treat as Confidential Information any such information which (i) is in the public domain, (ii) has been provided by Old Republic to others without a requirement of confidentiality, except for any disclosure made by Old Republic in response to any governmental directive or order of any court, or (iii) is required to be disclosed pursuant to an order of any court after Contractor has unsuccessfully resisted such disclosure.

4. At the time of the earlier to occur of (i) the termination of the employment or engagement of Contractor by Old Republic, (ii) the completion of any task(s) assigned to Contractor pursuant to a service agreement with Old Republic, (iii) the termination of a service agreement with Old Republic or (iv) the demand by Old Republic, Contractor shall promptly return to Old Republic or its assigns all manuals, documents, notes, studies, records, programs, software, or any tangible thing containing or using Confidential Information.

5. Contractor agrees that Old republic shall¹ have the right, on fifteen (15) days advance



notice, to audit Contractor's operations and procedures relating to this Confidentiality Agreement and any service agreement with Old Republic, including by way of example and not limitation, on-site visits, review of Contractor's books and records, operational audits, and review of the Contractor's privacy training materials, during regular business hours and upon reasonable prior notice, for compliance with the provision of this Confidentiality Agreement. Any such audit shall pertain only to those files relating to Old Republic and shall not include any confidential information of any other party.

6. Contractor recognizes that a breach of this Confidentiality Agreement will cause irreparable harm to Old Republic and that actual damages may be difficult to ascertain and in any event may be inadequate. Accordingly, Contractor agrees that in the event of such breach, Old Republic shall be entitled to injunctive relief in addition to such other legal or equitable remedies as may be available.

7. This Confidentiality Agreement shall be binding upon the heirs, legal representatives and assigns of the Contractor and shall inure to the benefit of any successors and assigns of Old Republic.

8. This Confidentiality Agreement shall be construed in accordance with the laws of the state of Minnesota without regard to the principles of the conflicts of laws thereof. All actions arising hereunder shall be brought in the courts of the state of Minnesota and Contractor hereby irrevocably consents to the jurisdiction of such courts.

9. This Confidentiality Agreement shall be effective as of the signature date set for below.

Contractor:

Signature: _____

Printed Name: _____

Position or Title: _____

Company Name: _____





Certification Policy

The contractor acknowledges that Old Republic Servicing Solutions, A Division of Old Republic Diversified Services, Inc, a Minnesota corporation (“Old Republic”) must confirm the agent registered in the Old Republic system is in fact completing the assigned order(s).

Please read the following and confirm your acknowledgement by signing below.

Certification:

I certify that with my acceptance of any orders that I am the agent registered in the Old Republic Servicing Solutions system and that I will be the licensed agent completing the assigned order (s).

Signature: _____

Print Name: _____

Position or Title: _____

Company Name: _____

Date: _____



Fee Reduction Policy

The contractor acknowledges that it has been informed that Old Republic Servicing Solutions, a Division of Old Republic Diversified Services, Inc, a Minnesota corporation (“Old Republic”) will reduce any order that has had an increased fee negotiated for any reason, that is not completed within the prescribed time frame will have the escalated fee removed and the fee for said order will be reduced to the original base fee amount.

Please read the following and confirm your acknowledgement by signing below.

Order Acceptance:

Effective Immediately: Any accepted order is deemed to have been reviewed by the accepting agent prior to that acceptance and therefore is not subject to an escalation in the fee amount. Fees will NOT be increased on an order once accepted by the agent.

Escalated Fees:

Effective immediately: An order that has had an increased fee negotiated, for any reason, that is not completed within the prescribed time frame will have the escalated fee removed and the fee for said order will be reduced to the original base fee amount. Please note any order returned to an agent for correction does not alter the original order due date.

Certification:

I certify that with my acceptance of any of the below orders, that I am the agent registered in the Old Republic Default Management system and that I will be the licensed agent completing the assigned order(s)

Signature: _____

Print Name: _____

Position or Title: _____

Company Name: _____

Date: _____