

# TRID Town Hall DoubleTime

Tips Tricks and FAQ's

January 26, 2016

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## Current Version

- DoubleTime 7.0.2 is Now Available on [www.thefund.com](http://www.thefund.com)
  - Enhancements
    - New DFS-2146 “**Payor**” selection
    - Title Calculator “**TRID Variance**” calculation
  - Bug Fixes
    - Closing Disclosure
    - Balance Sheet
    - Documents Module

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## Coming Soon!

- DoubleTime 7.0.3
  - Closing Disclosure upgrades
    - Recording and Payoff Calculator enhancements
    - Paid by Others POC
    - Non-Seller/Refinance Page 3 addendum
  - Updated Reports
    - New CD Proration worksheets
    - New ALTA Settlement Statement report options
    - Updated Escrow Reports
  - Other additions & Bug Fixes
    - New Re-retrieve toolbar icon in the Order Status module
    - Out of balance issues resolved
    - Amount withheld issues resolved



## DoubleTime Help Resources

- DoubleTime Support Center @ [www.thefund.com/DT7](http://www.thefund.com/DT7)
  - Keyword searching
  - Release Notes
  - Training Workbook
  - Online Training Videos
  - DoubleTime FAQ's
- Help Desk Email and Phone support
  - [helpdesk@thefund.com](mailto:helpdesk@thefund.com)
  - 1-800-421-9378





## How is Title Insurance Premium Calculated?

- Calculate Loan Policy at the promulgated rate and the Owner's Policy as the incremental difference between that amount and the total amount paid for Title Insurance
- DoubleTime does TRID Rating automatically

LINE	DESCRIPTION	AMOUNT	PAID
<b>C. Services Borrower Did Shop For</b>		<b>\$910.00</b>	
01	Title - Lender's Title Endrmnts to Old Republic Nat. Title Richard P. Bruce	\$25.00	\$0.00
02	Title - Lender's Title Insurance to Old Republic Nat. Title Richard P. Bruce	\$885.00	\$0.00
<b>H. Other</b>		<b>\$140.00</b>	
01	Title - Owner's Title Endrmnts (optional) to Old Republic Nat. Title Richard P. Bruce	\$25.00	\$0.00
02	Title - Owner's Title Insurance (optional) to Old Republic Nat. Title Richard P. Bruce	\$115.00	\$0.00



## How is Title Insurance Premium Calculated?

- Search the DoubleTime Support Center, keyword: “TRID Rating”

The screenshot shows the DoubleTime Support Center interface. A search bar at the top contains the text "TRID Rating". Below the search bar, there are two search results. The first result is titled "Understanding DoubleTime's Title insurance charge" and includes a small thumbnail image of a document. The second result is titled "Legal Education: Rating Title Insurance: The TRID Way" and features a large graphic with a scale of justice icon and the text "Legal Education: Rating Title Insurance: The TRID Way". The DoubleTime logo and "ALWAYS DRIVEN" tagline are visible at the bottom right of the page.

## How do you complete the CD Contact Info Table on Page 5?

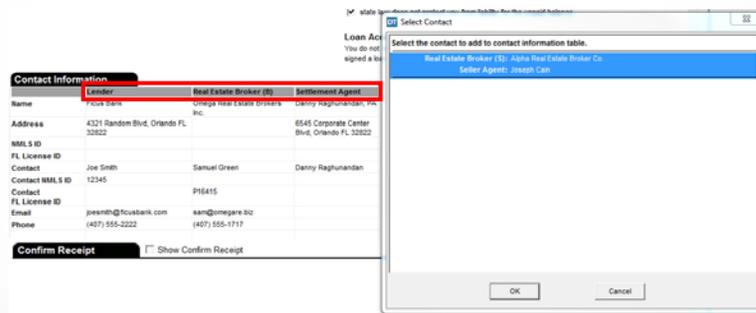
- All information is pulled from the Closing File module.
  - Settlement Agent info is pulled from the Closing Agent Tab
    - Edits can be made to your individual or office contact in the Contacts Module
  - Participants Tab
    - Add other Entity Contacts with the “Insert” icon
    - Use the “Individuals” button to add related individual contact information (License ID, Email & Phone)
    - Select the appropriate “Role Type”

The screenshot shows the DoubleTime software interface. The main window is titled "DT Closing File - DR 12-3456-003". The "Participant" tab is selected, showing a table of participants. The table has columns for Name, Type, and Referral. The "Individuals" button is highlighted in a red box. The table contains the following data:

Name	Type	Referral
Alpha Real Estate Broker	Buyer's Broker	<input type="checkbox"/>
Joe Smith	Loan Officer	<input type="checkbox"/>
Ficus Bank	Lender	<input type="checkbox"/>
Joseph Cain	Buyer's Agent	<input type="checkbox"/>

## How do you complete the CD Contact Info Table on Page 5?

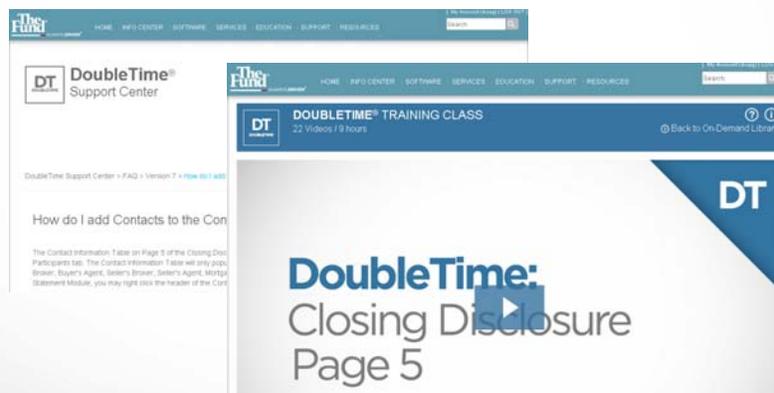
- Right click the header of the Contact Information Table on Page 5 of the CD to add/remove contacts



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## How do you complete the CD Contact Info Table on Page 5?

- Search the DoubleTime Support Center, keyword: "Contact Information Table"



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## How do I enter in Broker Commission fees on the CD?

- Access the Broker Commission Calculator
  - Double click a blank line in Section H on CD Page 2
  - Change the “Fee Type” to “Broker Commission Fees”
  - Calculate Commissions using the “Percent” or “Amount” fields
  - Close the Calculator window to have entries automatically added to Section H in alphabetical order

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## How do I enter in Broker Commission fees on the CD?

- Search the DoubleTime Support Center, keyword: “Broker Commission”

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