

## FILTER CATALOG FOR **FARMING**

Rev. 201904



## **Table of Contents**

Overview	3
Getting Started	4
Basic Navigation and General Features:	4
Filter Menu Functionality:	6
Drop Selection Menus	7
Search to Pick Lists	8
Working with Bundles:	9
State and County Bundle	11
Location Filters	12
Address Bundle	12
Location (Continued)	14
Characteristics Filters	17
Owner	20
Owner – Mailing State and County Bundle	23
Owner – Mailing Address Bundle	24
Owner – Mailing City and Zip Code	25
Owner – International Mailing Bundle	26
Sale Information:	27
Financing Information	30
Finance Scores	33
Equity	36
Assessor Values	37
Market Value	38
Listing Information	39
Foreclosure Information	40
HOA Lien	41

#### **Overview**

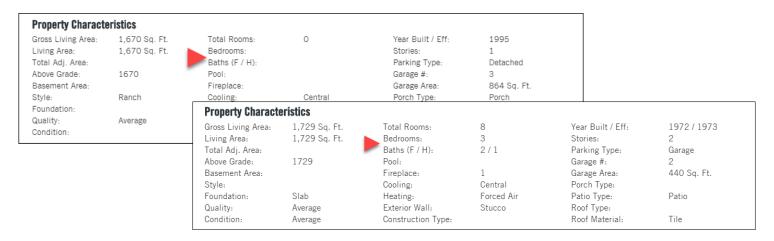
TitleFlex has a comprehensive filter functionality that allows clients to create custom searches for mailing lists and farms. This guide will provide details on how each filter works as well as functionality tips within the advanced filters.

Basic navigation, general, and common information is at the beginning of this document. The document lists the individual groups and fields in the same order as in the filter panel.

#### **Before You Begin**

The platform aggregates multiple data sources, including county supplied sources (Assessor and Recorder). Different counties provide different populations of data. Before starting a farm, if you are unsure of what data is available within a given county, you may wish to order a Property Detail report to check on what fields are populated.

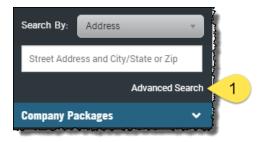
Comparative examples from different states and counties:





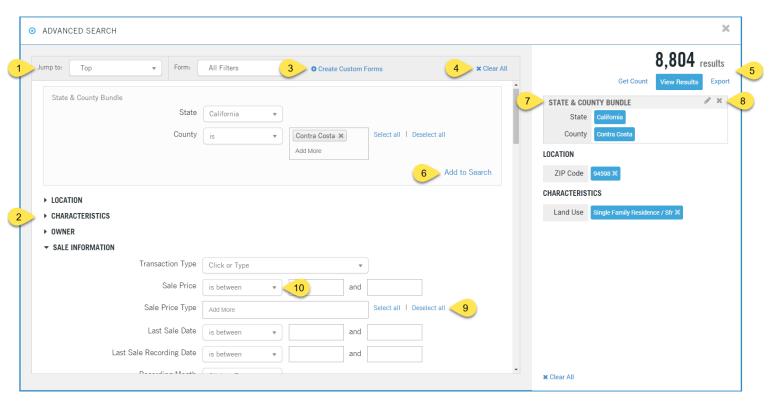
#### **Getting Started**

Access the filters through the Advanced Search link shown here:



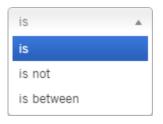
#### **Basic Navigation and General Features:**

Below is a general key of the features and layout of the Advanced Search panel.



- 1. **Jump To:** Use to jump to a specific filter groups (2). You can also use the scroll bar to the right of the filters to scroll through the whole list.
- 2. **Filter Groups**: Shown both collapsed and open. Click the triangle next to the Group name to open or close the group.
- 3. **Create Custom Forms** and **Form Drop Down** List: You can create and save custom forms by removing the filters that you do not use and retaining commonly used filters based upon your use cases.
- 4. Clear All: Removes all entries in a filter. This link only shows up when filter criteria have been set.

- 5. **Results** counter, **View Results**, **Get Count** and **Export**. Results will display the number of records matching your current filter set. Get Count refreshes the counter. View Results pulls the list of records. The Export link activates only when a list has been created.
- 6. **Add to Search**: Certain areas of the filters function as a bundle (Address Bundle, State & County Bundle, etc). When entering information into these bundles, click Add to Search to add the information to the query.
- 7. **Query Builder Panel**: Shows the currently selected filters and current record count. This example shows the State and County bundle.
- 8. **Edit** (pencil) and **Delete (x):** Click on either option to edit or delete the bundle.
- 9. **Select All | Deselect All:** Certain fields will include the option to select every available entry (such as Counties, Mortgage Types, Listing Status, etc.).
- 10. **Filter Modifiers**: Many fields have a drop down list of filter options to allow for inclusion or exclusion of specific ranges of data. Shown below are a few of the examples; others will be discussed in the sections below.







A field with denoted with:

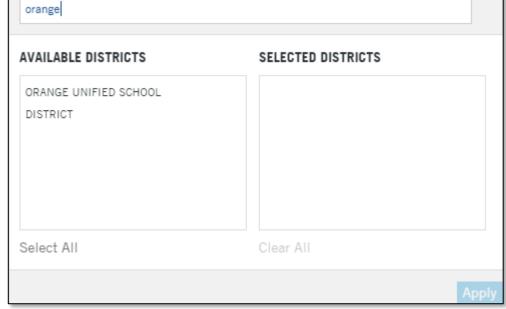


is a premium field. Additional charges will apply.

Finally, do not include punctuation, such as dollar signs, percent signs, or commas in fields.

**Filter Menu Functionality:** The filter fields fall into three general **Example:** types: Range: Year Built is between 1965 and 1975 1. Operators with user defined entries Single Entry: Year Built 1975 Mortgage Type FHA × Add More Community Dev Auth. Conventional 2. Drop Selection Construction menus FHA Private Party SBA VΑ orange AVAILABLE DISTRICTS SELECTED DISTRICTS

3. Search to Pick lists



The second and third menu types have specific functionality reviewed below.

#### **Drop Selection Menus**

Drop Selection menus will include an "Add More" link which allows the addition of multiple entries from the list into the filter.

In the example at right, this allows the selection of more than one mortgage type, not just a single entry, by clicking Add More. To remove a selection, click the "x".



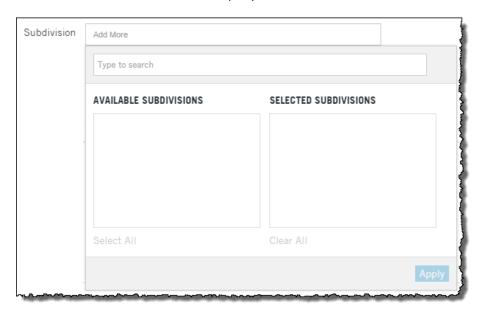
Additionally, these fields allow you to type directly into the field and the filter will search for matches as you type.

In this example, entering "con" in the Land Use field results in the following matches (underlined). Scroll down through the list to see additional suggestions.

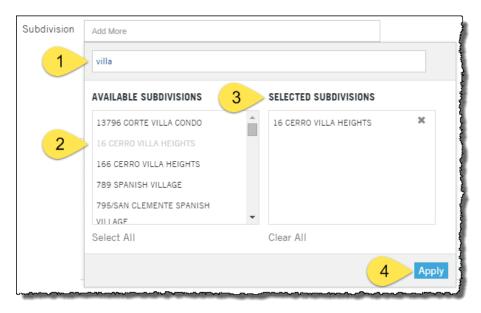


#### **Search to Pick Lists**

Search to Pick Lists allow for broader searches in fields with more diverse data. Examples where this filter is used include the Lender name, Title Company name, Subdivision, HOA name, etc.



Enter the first few letters of the item (Subdivision, HOA, etc.) you are looking for (1) and the filter will provide matching entries (2). Click on an entry to move it to "Selected..." (3) and click Apply (4) when you are ready to add these to the query.



#### **Working with Bundles:**

Certain filters are grouped in Bundles. Bundles are sets of filters treated as a single unit. As an example: A farm requires 500-650 E Washington Street and another range of addresses on Firestone Drive. Bundles allow you to add and manage these two street number ranges and street names as discreet entries.

Bundles will remain in Edit mode, meaning you can continue to adjust the filters in that bundle, adding or removing options, as required. As you build the bundle, the filter will build the information in the query filter panel at right. When you have the first bundle ready, click Add to Search. This will complete the bundle and clear the selection area, allowing you add your next bundle.

Example: Figure 1, shows the Washington Avenue bundle in edit mode, allowing you to continue to add or modify the filter entries. When the information for this first bundle is complete, click Add to Search.

Figure 1:

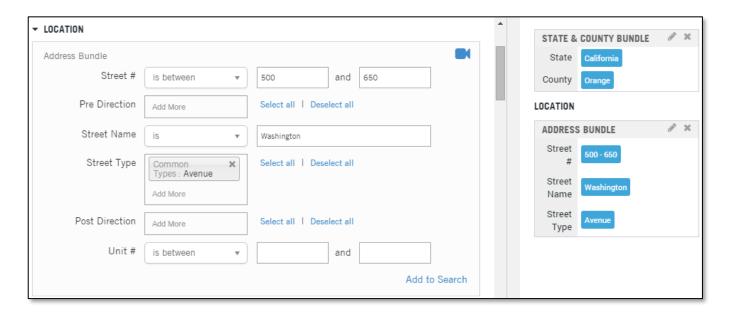


Figure 2, shows the bundle after clicking Add to Search. The form has cleared and you can now add another bundle.

Figure 2:

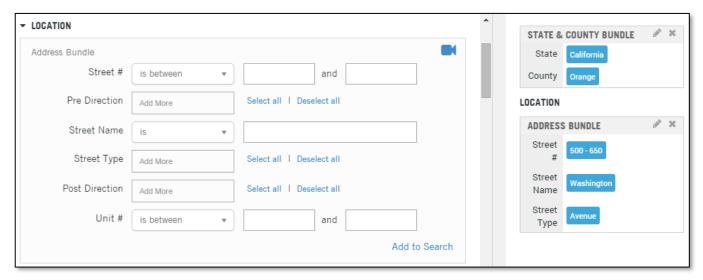


Figure 3 shows the entry of the next address bundle. Again, note that the address information is still editable. Click Add to Search when the Firestone Drive bundle is complete.

Figure 3

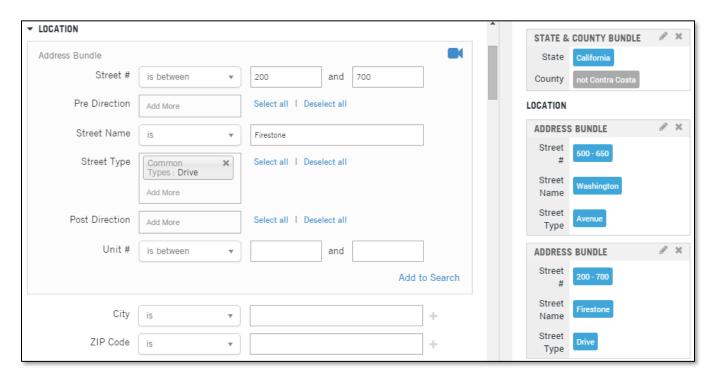
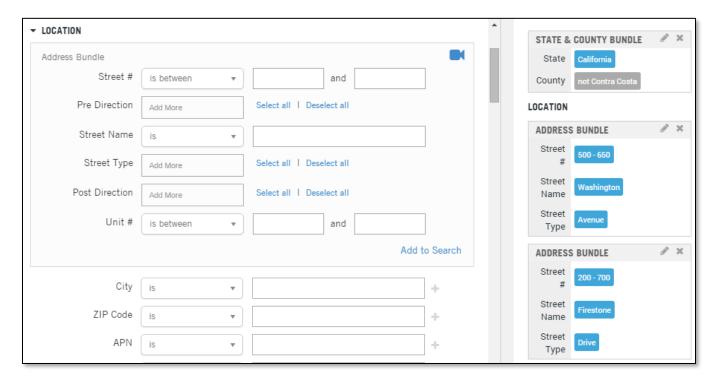
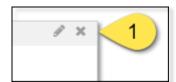


Figure 4 shows the final set of address bundles after click Add to Search.

Figure 4

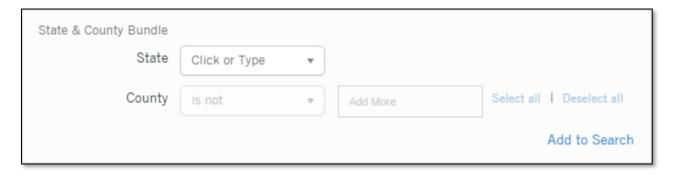


Edit or remove a completed bundle by clicking on the pencil or "x", respectively.



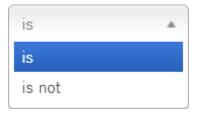
#### **State and County Bundle**

This is a stand-alone bundle at the top of the list.



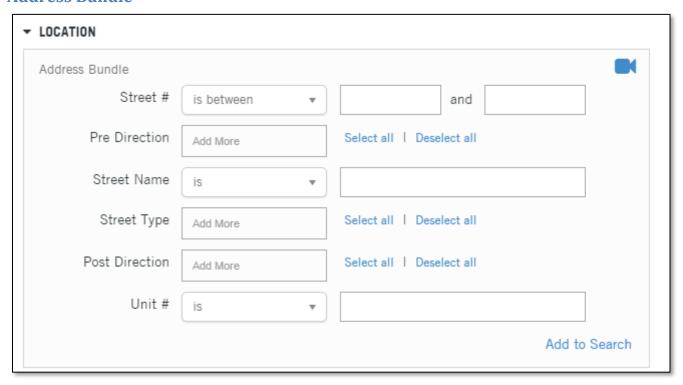
**State**: A drop select field. All 50 states plus the District of Columbia. Nationwide option is also included.

**County**: A drop select field. Will display the counties for the state selected. Uses the IS/IS NOT operator.



#### **Location Filters**

#### **Address Bundle**

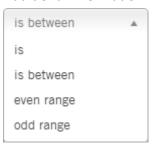


#### Fields:

**Street Number**: Includes the operators for single numbers, ranges and odd/even ranges.

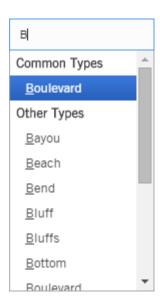
### **Pre Direction and Post Direction**: A drop down list selection for all compass points (N, NE, E, SE, etc).

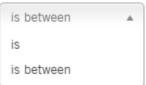
**Street Name**: Do not include pre- or post-directionals.





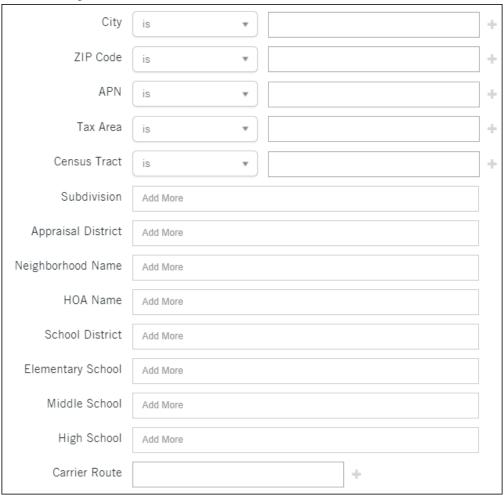
**Street Type**: Drop down selection list of street types, such as Avenue, Boulevard, Court, etc. The list is text sensitive. Enter the first letter or letters of the type you are looking for and the list will attempt to suggest options.





**Unit #**: Uses an exact match (Is) and a range match (Is Between).

#### **Location (Continued)**

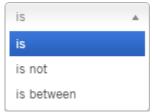


#### Fields:

**City:** Text entry only; operators will allow for partial matches.

**Zip Code:** Numeric entry; operators will allow for ranges and exclusions.

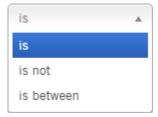




**APN:** Text and numeric entry; the APN can be formatted or unformatted and the field will search the alternate APNs.

is is between starts with

is is starts with contains

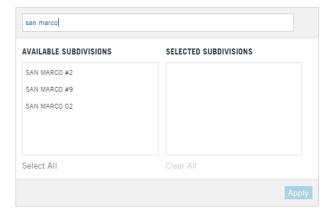


Tax Area: Text and numeric entry.

**Census Tract:** Numeric entry.

**Subdivision:** Search to pick list. Requires a State and County selection.

NOTE: Not all counties populate the subdivision field.



**Appraisal District**: Numeric value primarily used in the Pacific North West states.

**Neighborhood Name:** Also known as vanity names. Uses a Search to Pick List.

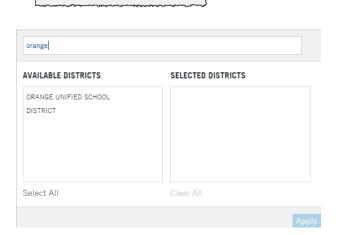
**HOA Name:** Search to pick list.

Both require a State and County selection.

**School District, Elementary, Middle and High School**: Search to pick lists.

Requires a specific State and County.

Enter the first few letters of a school district or school name and the list will provide suggestions.



coto

regency

AVAILABLE HOA

CLAYTON REGENCY PARK

REGENCY OF DANVILLE

REGENCY TOWNHOMES
REGENCY TOWNHOMES
HOMEOWNERS A
THE REGENCY
Select All

COTO DE CAZA

COTO DE CAZA GOLF AND

RACQUET CLUB

GRAND COTO ESTATES

THE GREENS AT COTO

Select All

GRAND COTO ESTATES SOUTH

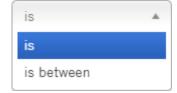
AVAILABLE NEIGHBORHOODS

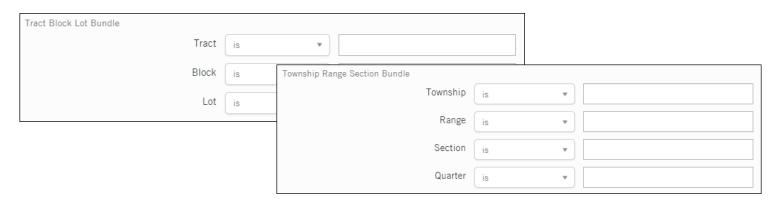
SELEC

**Carrier Route:** Enter the post office carrier route.

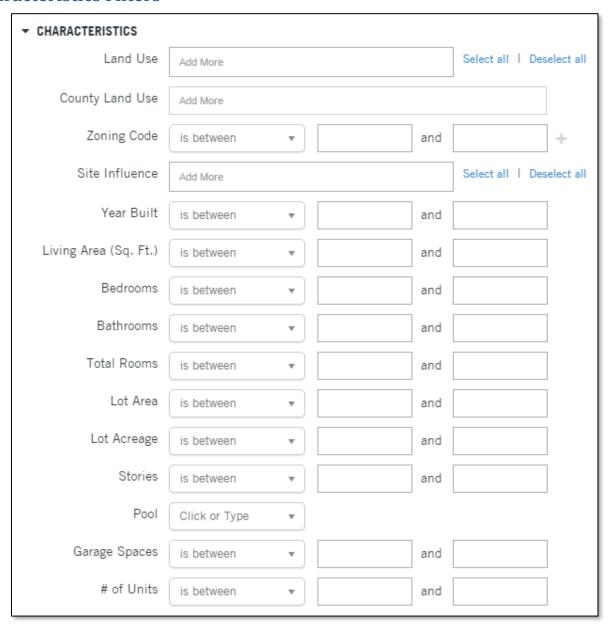
#### Tract Block Lot and Township Range Section Bundles:

Text and numeric fields. Click Add to Search to add additional bundles.

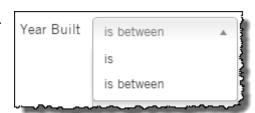




#### **Characteristics Filters**



NOTE: Where provided, all filters use the Is / Is Between modifier.



Fields: Additional Information:

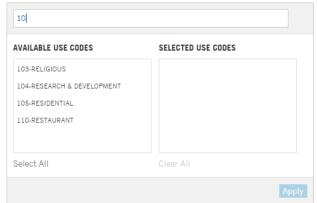
**Land Use**: Drop-selection of choices from Agriculture Types to Vacant Land Types. Each Type selection contains subgroups in a cascading menu.

Commercial Type

Converted Residence

Office & Residential
Restaurant Building
Restaurant Drive In
Stores & Residential
Residential
Cabin
Condominium
Connerative

**County Land Use:** Numeric value input in the assessment of property for tax purposes. Requires the selection of a state and county.

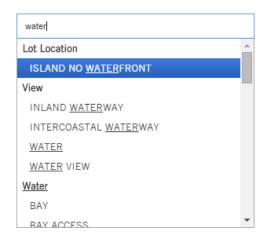


**Zone Code** takes numeric and alpha values.

**TIP:** Zone codes are county specific. Check the Property Detail Report in the Site Information Section, Zoning field for examples.

**Site Influence** Is a drop selection. Each selection has more types in a cascade menu.

**TIP**: The data in the Site Influence field is from County Assessor's records. To verify how a county is coding the Site Influence field, pull a property detail report for a parcel and check the Site Influence field in the Site Information section of the report.



Year Built: Four character numeric field.

**Living Area (SQFT)**: Numeric value input. This value is in the Property Characteristics section of the Property Detail report.

Bedrooms, Bathrooms, Total Rooms: All take numeric input values that can also be done as a range search

Lot Area: A numeric value.

Lot Acreage: Takes a numeric value. Values can be in decimal form.

**Stories:** Takes a numeric value.

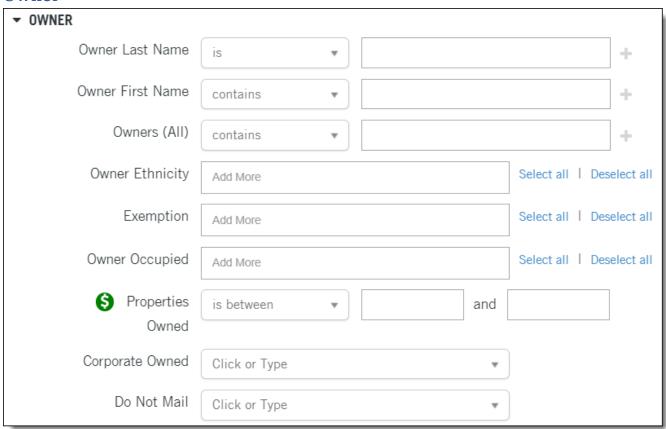
Garage Spaces: Takes a numeric value.

**Pool:** Drop-selection between Yes and No; leave blank if you have no preference.

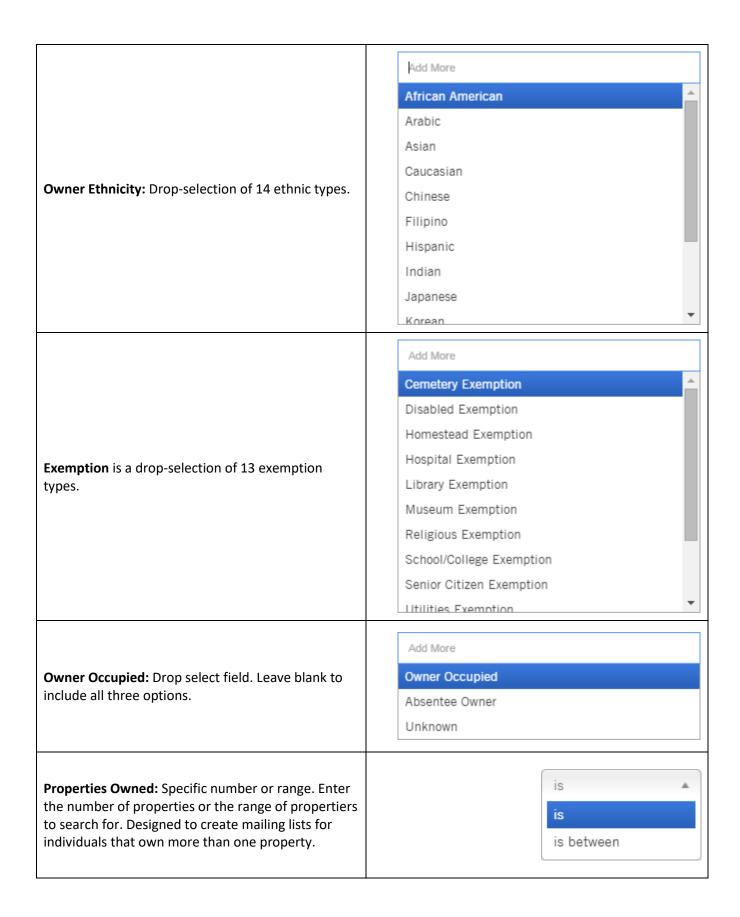


# of Units: Takes a numeric value.

#### **Owner**



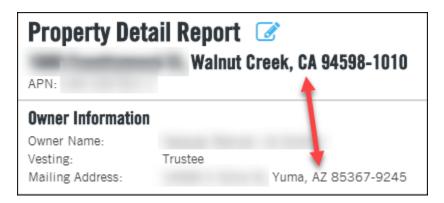
Fields:	Additional Notes:	
Owner Last Name, Owner First Name and Owner (Other): Alpha characters.	is ▲	
	is	
	is not	
	starts with	
	contains	



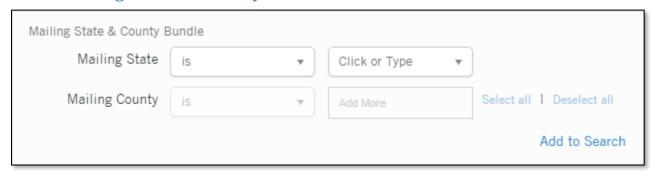
Corporate Owned: Drop selection field.	Click or Type		
	Exclude Corporate Owned		
	Only Corporate Owned		
	Include All Ownership Types		
<b>Do Not Mail:</b> Drop-selection; leave blank to include all records regardless of Do Not Mail flag.	Click or Type Include Exclude		

#### **Overview: Owner Mailing Address Bundles**

The next four sections provide filters to locate absentee owners.



#### **Owner - Mailing State and County Bundle**



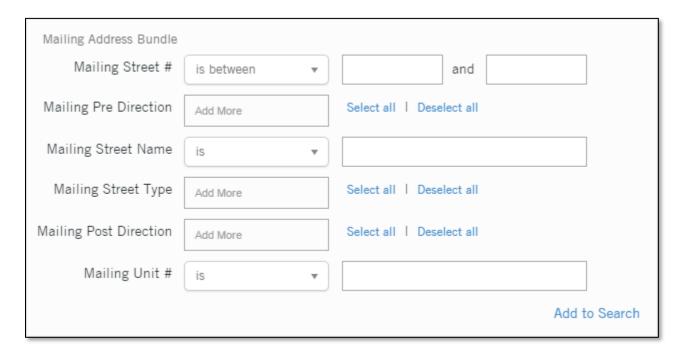
Fields: Additional Notes:

Mailing State: Drop-selection of States.

Mailing County: Drop-selection of available counties. Select the State to activate this field.

#### **Owner - Mailing Address Bundle**

Functionality and field definition is the same as the Address Bundle describe above. The only difference is that these fields filter against the mailing addresses.



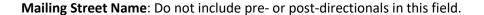
#### Fields:

#### **Additional Information:**

**Mailing Street #**: Includes the operators for single numbers, ranges and odd/even ranges.



**Mailing Pre Direction and Mailing Post Direction**: A drop selection for all compass points (N, NE, E, SE, etc).





**Mailing Street Type**: Drop select list of street types, such as Avenue, Boulevard, Court, etc.



Mailing Unit #: Numeric input field.

#### Owner - Mailing City and Zip Code

These two fields are separated from the Mailing Address Bundle should you wish to filter only by mailing city or zip code.



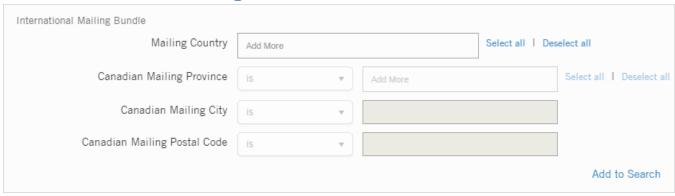
#### Fields:

City: Text entry only.

**Zip Code:** Numeric entry.



#### **Owner - International Mailing Bundle**



#### Fields:

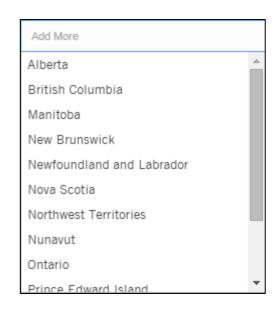
Mailing Country: A drop select of countries. In order to use the Canadian address, make sure to select "Canada". Not all records have complete mailing addresses for other countries.

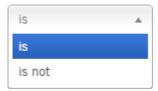
Canadian Mailing Provinces: Drop select list.

Canadian Mailing City: Enter the city name.

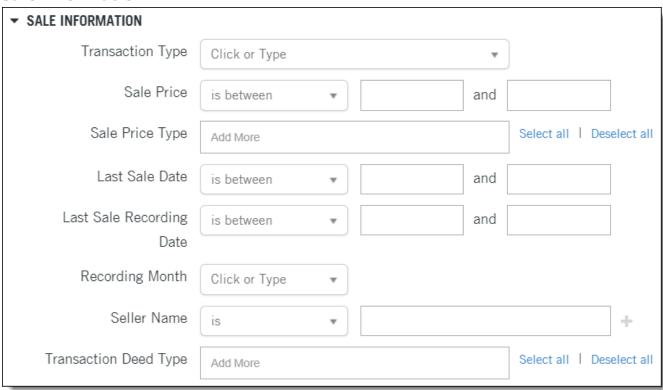
Canadian Mailing Postal Code: Enter the postal code

**Note**: All three Canadian Mailing fields Is/Is Not filter modifier.





#### **Sale Information:**



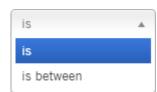
#### Fields:

**Transaction Type**: Drop selection.

- Sale (Arms-Length): Full value transfer between unrelated parties.
- Ownership Transfer (Non-Arms Length): Vesting changes, such as a quit claim deed or interspousal transfer.
- Latest Transaction: Any of the above.

Sales Price: Numeric value input.





Add More

Confirmed

Estimated

Full Value

Committed

Not Disclosed

Partial

Lease

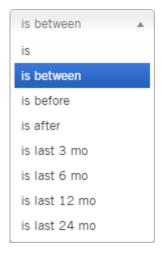
Unknown

**Sales Price Type:** A drop-selection of various sales price types from Confirmed to Verified.

Last Sale Date and Last Sale Recording Date: Dropselections for the Last 3, 6, 12 and 24 Months. Custom dates are allowed.

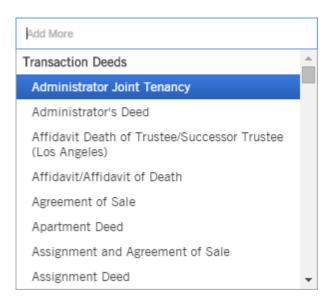
**Recording Month:** Drop-selection of any one of twelve months.

**Seller Name:** Enter the last name of the seller. Include, exclude, starts with and contains for broader search options.

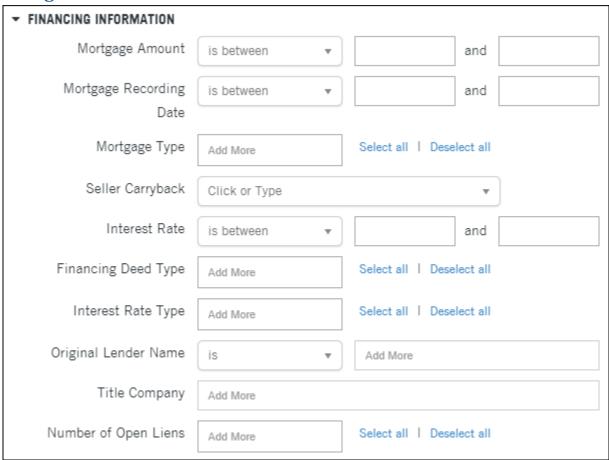




**Transaction Deed Type:** Drop-selection from Deed, Quitclaim, Trust Deed/Mortgage, Foreclosure, and many others.



#### **Financing Information**

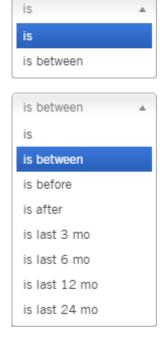


#### Fields:

Mortgage Amount: Takes a numeric input value.

**TIP**: This is the mortgage origination amount, as specified on the origination document. Current balances are not available in DataTree.

**Mortgage Recording Date**: Drop-selection from Last 3, 6, 12 and 24 Months. You can insert custom dates.



**Mortgage Type:** Drop-selection of seven mortgage types.

Add More

Community Dev Auth.

Conventional

Construction

FHA

Private Party

SBA

VA

**Seller Carryback:** Drop selection.

Click or Type

Only Seller Carrybacks

No Seller Carrybacks

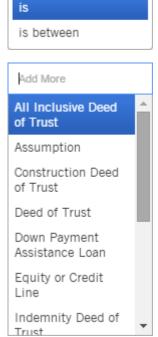
is

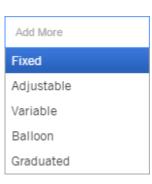
**Interest Rate:** Numeric input value.

**TIP**: Interest rates are only available on properties with Adjustable Rate mortgages.

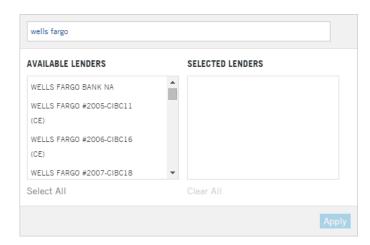
**Financing Deed Type:** Selections for the type of deed used. Includes options such as Construction Deeds, Loan Modifications, Deeds of Trust, Mortgages, Revolving Line of Credit, etc.

**Interest Rate Type:** Drop-selection of five interest types from Fixed to Graduated.

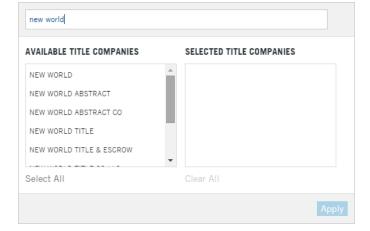




Original Lender Name: Search to pick list.



Title Company: Search to pick list.

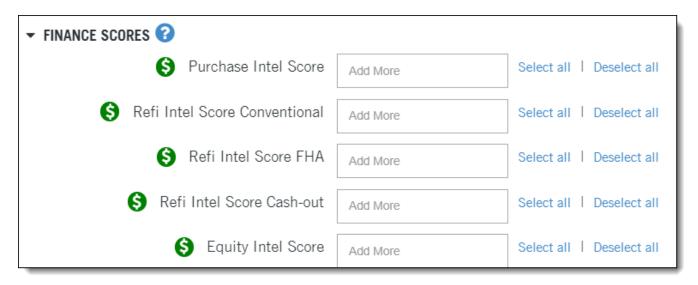


Number of Open Liens: Drop selection list.



#### **Finance Scores**

Propensity score measuring the likelihood of a homeowner to securing a purchase or refinance mortgage.



Fields: Additional Information

Purchase Intel Score
Refi Intel Score Conventional
Refi Intel Score FHA
Refi Intel Score Cash-out
Equity Intel Score

Likelihood is within three to six months.

# Very High Likelihood High Likelihood Above Average Likelihood

#### **Description**

**Purchase Intel Score**: This is the likelihood of securing a purchase mortgage within the next 3 to 6 months. This can also be used as an indicator of the likelihood of the owner selling the property.

**Refi Intel Score Conventional**: The propensity that an individual will get a conventional refinance loan within the next 3 to 6 months.

**Refi Intel Score FHA**: The score indicates the likelihood of getting an FHA Refinance loan within the next 3 to 6 months.

**Refi Intel Score Cash-out**: This is the propensity of getting a cash-out refinance within the next 3 to 6 months.

**Equity Intel Score**: The likelihood of getting a home equity line of credit within the next 3 to 6 months.

Each score estimates the likelihood of securing one of those types of mortgages within the next three to six months. For example, the Refi Intel Score Conventional indicates the likelihood of an individual securing a conventional refinance in the next three to six months.

#### Likelihood

The national average for all propensity scores is 100. In general, the higher score, the more likely the property owner is to open a loan of the particular type. The converse is also true. The scores are generally linear, so a score of 200 indicates that an owner is about twice as likely to get one of the above loans than the national average.

#### **Ranges**

Below is a listing of the meaning of the score ranges.

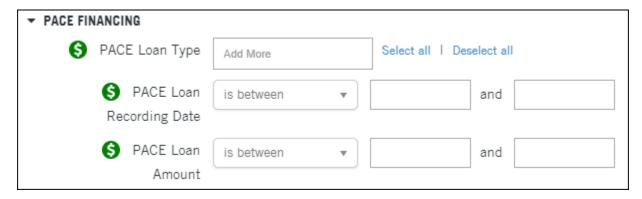
Purchase Intel Score, Refi Intel Score Refi Intel Score FHA uses a different score		core FHA uses a different score range	
Convention	al, Refi Intel Score Cash-out, and	as FHAs are less common than Conventional	
<b>Equity Intel</b>	<b>Score</b> use the same score range:	Loans.:	
0-100	Below Average Likelihood	0-100	Below Average Likelihood
101-199	Above Average Likelihood	101-199	Above Average Likelihood
200-299	High Likelihood	200-599	High Likelihood
300+	Very High Likelihood	600+	Very High Likelihood

#### **Score Models**

The scores are built using proprietary algorithms. They do **not** use non-public, credit-related data, or FCRA-regulated information in their calculations.

#### **PACE Financing**

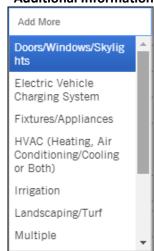
Property Assessed Clean Energy financing is a loan for home energy efficiency improvements. Unlike a regular HELOC, the loan payments are included on the property tax bill.



Fields:

**PACE Loan Type**: A drop select listing all available loan types by use. This information is taken from the loan documents. The option includes links for SELECT ALL or DESELECT ALL (In case you added too many).

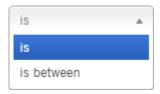
#### **Additional Information**



**PACE Loan Recording Date:** Enter a date or date range.

**PACE Loan Amount:** Numeric value; enter a specific amount or an amount range.

Both filters use Is and Is Between



#### **Equity**



#### Fields: Additional Information

**Equity Value and Equity %:** Range or specific value using the Is/Is Between operators.

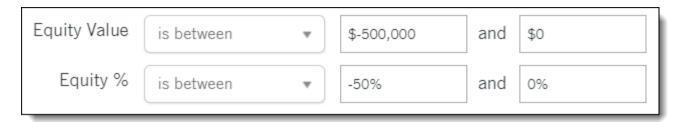


**Equity Value**: An derived estimated dollar value based upon the Estimated Current Value minus the sum of the origination amounts of all open liens. Numeric input value.

Equity %: The Equity Value expressed as a percentage. Numeric input value.

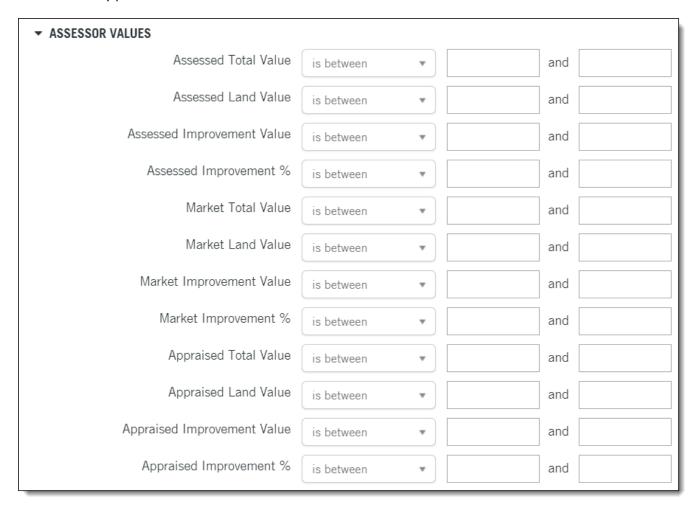
**TIP**: It is easier to search for homeowners who have "70% - 100%" equity percent than by searching using a dollar range. Stated differently, is "\$500,000 to \$1,000,000" in Equity Value the same as 70% - 100% equity? That would depend on the estimated market value and the total of the origination amount of all open liens.

**NOTE:** Equity Value and Equity Percentage can be negative. To search for properties with negative equity use the following pattern for your range. The entry must be ascending order.

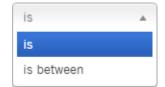


#### **Assessor Values**

**NOTE**: The various County Assessor's offices provide the Assessed, Market and Appraised values. Counties do not necessarily populate each category. Check the Property Detail Report > Tax Information section to see if the selected county provides this information.



All fields in the Values group use the Is/Is Between modifier.



Values follow the same definitions:

#### Fields:

**Total Value:** This is simply the sum of the Land Value and Improvement Value; numeric input value; can be done as a range search

Land Value: Value of the land only; numeric input value.

**Improvement Value:** Improvements to the property; numeric input value.

**Improvement %:** The improvement value expressed as a percentage; numeric input value.

#### **Market Value**



#### Fields:

**Estimated Value:** Enter the value or value range. Uses the Is/Is Between operator. The field uses the data from the TitleFlex Automated Valuation Model. The value range from the AVM is also seen in the TotalView Report (shown below).



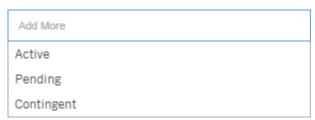
#### **Listing Information**



#### Field (in form order)

#### **Additional Information**

**Listing Status:** Drop-selection of choices from Active, Pending, and Contingent.



**Listing Date:** Drop-selection from Last 3, 6, 12 and 24 Months plus option for specific date and custom date ranges.

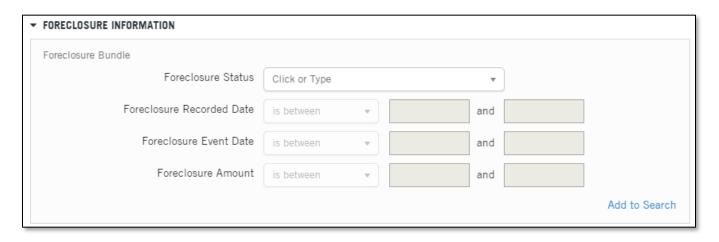


**Listing Price:** Takes a numeric input value.

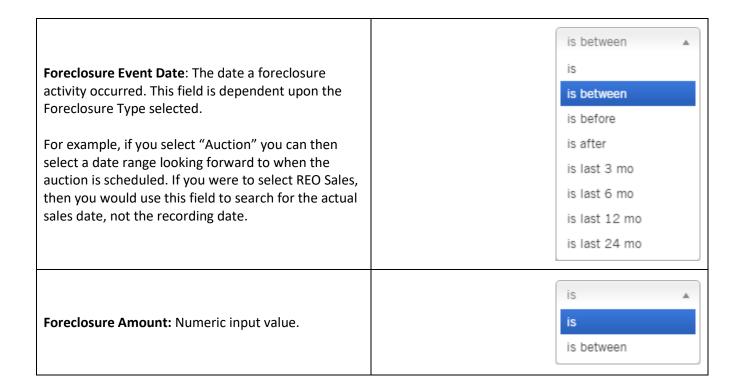


#### **Foreclosure Information**

Note: Foreclosures are setup as a bundle. See the Working with Bundles section at the beginning of this document for more information.



Fields (in form order)	Additional Information:	
Foreclosure Status: Drop-selection of choices: Default, Auction, REO, REO Sale and Short Sale. This is a mandatory field; Date, Event, and Amount fields will not activate otherwise.  The Dates and Amount filters below, will affect the selected Foreclosure status.	Default: The homeowner has failed to pay their mortgage for a certain period.  Auction: The property is scheduled to be sold at auction to recover the outstanding balance.  REO: The property was not sold at auction and has returned to the lien holder. The lien holder now holds title to the property.  REO Sale: The last market sale was from an institution to a private individual.  Short Sale: Describes the sale of a property where the sale amount is less than the origination amounts of the open liens.	
Foreclosure Recorded Date: The recording date of the selected foreclosure status.	is between is between is before is after is last 3 mo is last 6 mo is last 12 mo is last 24 mo	



#### **HOA Lien**



Fields (in form order)	Additional Information:
Open HOA Lien Present:	Yes/No field to include or exclude properties with an open HOA Lien. Leave blank for all records regardless of the presence of an HOA Lien.