

Licensing Policy

Purpose

This document establishes the corporate policy and standards for ensuring appropriate licenses, corporate registrations (as applicable) and ALTA Policy Forms Licensing requirements are met.

Licenses

State-mandated insurances/business licenses, registrations, corporate registrations (as applicable), or similar requirements must be effective and current.

Licensing Procedures

Landstar Title Agency, Inc. established and maintains a log (shown below) for tracking required corporate and individual licenses. This log is reviewed and updated by management at least monthly to determine upcoming licenses expirations. Any renewal applications are processed at least 30 days before the due date and the license log is updated to reflect the current information. Copies of all licenses are kept in our operating files.

Review

Landstar Title Agency, Inc. has voluntarily adopted this policy for its sole and exclusive use.

Approved

Kenneth Warner, Esq., Vice President and Senior Counsel

Revision History

Version Number	Revised Date	Effective Date	Approved By	Brief Change Summary