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ESCROW ANNUAL RECEIPTS & DISBURSEMENTS FORM (A)

ORS.696.534 (1) through (3)
2/2014

Real Estate Agency
Phone: (503) 378-4170
www.rea.state.or.us

INSTRUCTIONS

Take the following steps to complete and submit this form:
a.) complete ELECTRONICALLY (contains calculations);
b.) complete for EACH account held;
c.) copy cut-lined figures for ANNUAL RECEIPT TOTAL, ANNUAL DISBURSEMENT TOTAL and MONTHLY ACCOUNT BALANCE AVERAGE to Escrow Account Summary Form (B);
d.) and upload, for all accounts, to the Annual Report application in eLicense.

Company Name: _____ License Number: _____

Bank Name: _____

Account Number: _____

ACCOUNT TYPE

◯ Closing ◯ Collection ◯ Interest Bearing Account

Accounts # ____ of ____ Total Accounts Held

RECORD OF RECEIPTS AND DISBURSEMENTS BY MONTH

BEGINNING BALANCE

	RECEIPTS	DISBURSEMENTS	ACCOUNT BALANCE
JAN			
FEB			
MAR			
APR			
MAY			
JUN			
JUL			
AUG			
SEPT			
OCT			
NOV			
DEC			ENDING BALANCE
TOTALS	ANNUAL RECEIPT TOTAL	ANNUAL DISBURSEMENT TOTAL	MONTHLY ACCOUNT BALANCE AVERAGE

Input cut-lined figures, "ANNUAL RECEIPTS", "ANNUAL DISBURSEMENTS" and "MONTHLY ACCOUNT BALANCE AVERAGE" to Escrow Account Summary Receipts & Disbursements **Form (B)** for each account held.

The named bank is authorized to furnish information requested by the Real Estate Commissioner and/or authorized representative concerning the client trust account(s).

Authorized Escrow Organization Representative Name Date