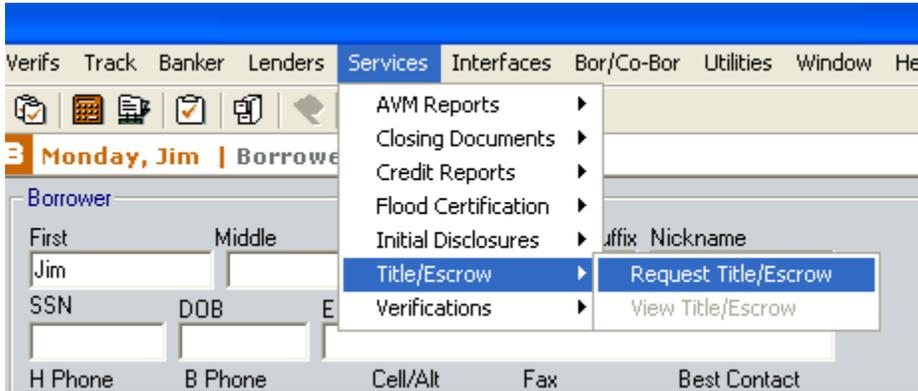


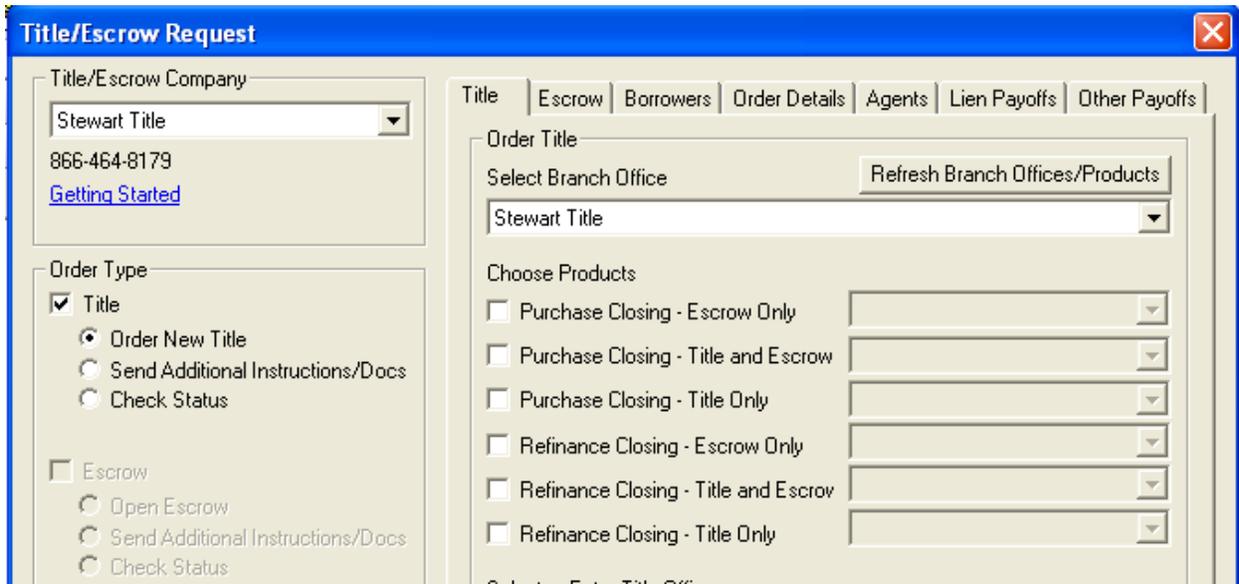
Calyx Ordering Instructions – Lender

After saving the file choose Services then Title/Escrow and Request Title /Escrow.

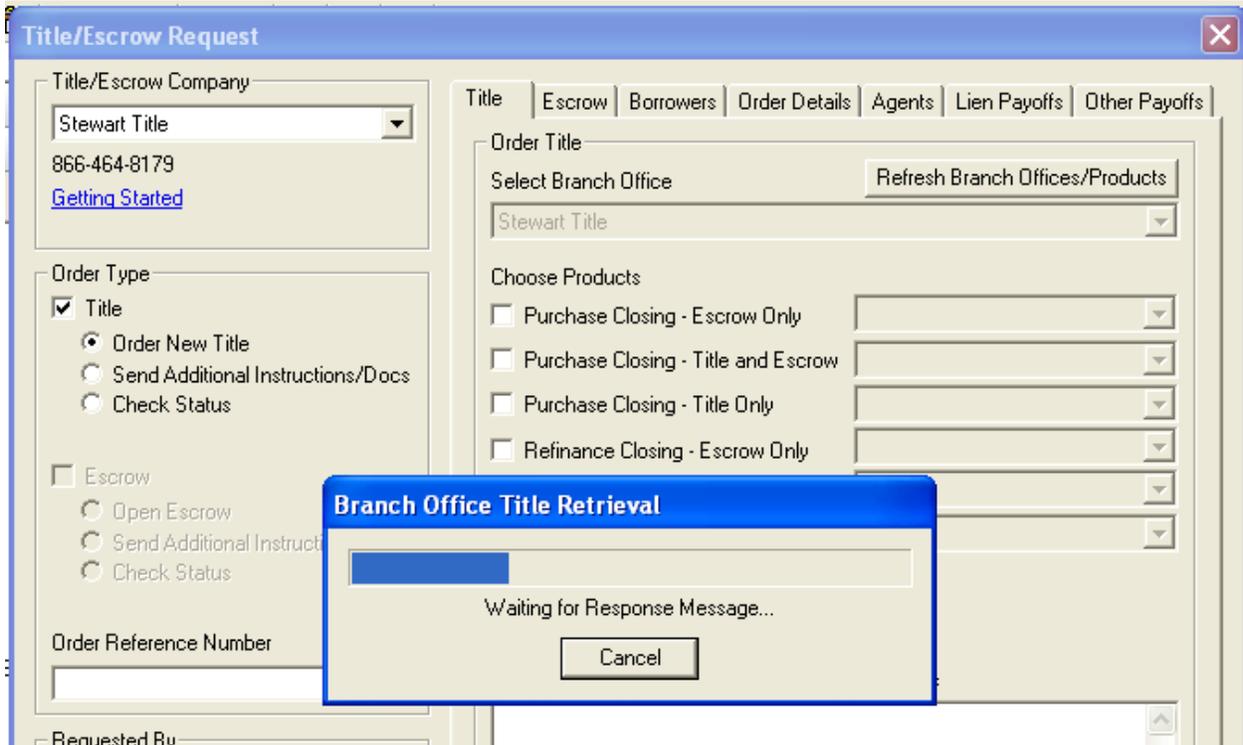
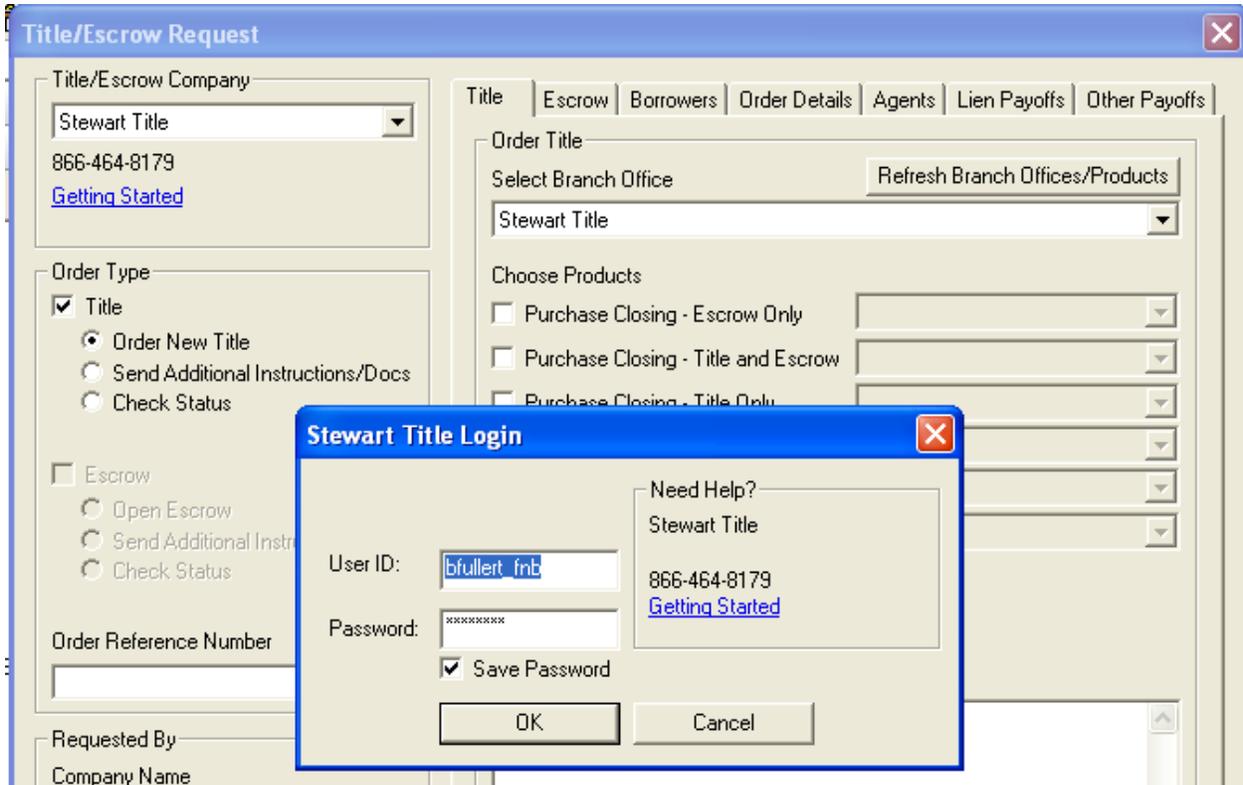


Select Stewart Title from the Title/Escrow Company dropdown in the top left.

Select Order Type “Title”



IMPORTANT NOTE: you MUST click on the “Refresh Branch Offices/Products” button before moving forward. There is currently a bug that will display “Stewart Title” as the branch. If “Refresh Branch Offices/Products” button is not clicked the order will not successfully be placed.



There is another BUG in the system that causes the Branch list to be grayed out. In order to select a branch you now must deselect Order Type "Title" and then reselect it. This will enable the "Select Branch Office".

Select the branch you want to place the order with.

Select a Title Officer (if you care to)

Select the product to order

Place the order

Title/Escrow Request

Title/Escrow Company
Stewart Title
866-464-8179
[Getting Started](#)

Order Type
 Title
 Escrow
 Order New Title
 Send Additional Instructions/Docs
 Check Status

Order Reference Number

Title | Escrow | Borrowers | Order Details | Agents | Lien Payoffs | Other Payoffs

Order Title
Select Branch Office Refresh Branch Offices/Products
Stewart Title of California, Inc - City of Industry
Stewart Title of California, Inc - City of Industry
Stewart Title of California, Inc - Glendale
Stewart Title of California, Inc - Irvine
Stewart Title of California, Inc - Camarillo
Stewart Title of California, Inc - Ventura
Stewart Title of California, Inc - Murrieta
California Central Processing Unit
Stewart Title of California, Inc - Carlsbad

Select or Enter Title Officer

Title/Escrow Request



Title/Escrow Company
Stewart Title
866-464-8179
[Getting Started](#)

Order Type

Title

- Order New Title
- Send Additional Instructions/Docs
- Check Status

Escrow

- Open Escrow
- Send Additional Instructions/Docs
- Check Status

Order Reference Number

Requested By

- Title
- Escrow
- Borrowers
- Order Details
- Agents
- Lien Payoffs
- Other Payoffs

Order Title

Select Branch Office

Stewart Title of California, Inc. - Bakersfield

Choose Products

Purchase Closing

-
-
-
-
-

Select or Enter Title Officer

- Cindy Kohler
- Connie Porter
- Jennifer Navarro
- Mary Curry

s, Endorsements