
WHO TO NOTIFY WHEN MOVING A TITLE AGENCY

Providing customers, businesses and industry contacts with your new location information as soon as possible will keep them informed and help the transition go smoothly.

Industry Contacts

- Customers
- Underwriters
- Bank and Lending Institutions

Utility Companies

- Electric
- Gas
- Phone
- Internet/Cable

Insurance

- E&O
- Property and Casualty

Industry Memberships

- Agency and Individual Licenses
www.nipr.com
- State Land Title Association
- Real Estate Organizations
- Banking and Lending Organizations
- ALTA Registry
- Chamber of Commerce
- Community Organizations

Mail

- Post Office
<https://moversguide.usps.com/mgo/disclaimer>
- UPS® and FedEx®
- Newspaper and Magazine Subscriptions

Update Address

- Company Website
- Search Engines
- Social Media
- Email Signature

Office Service Providers

- Shredding
- Coffee
- Vending Machine
- Rental Equipment
- Janitorial
- Additional Business Accounts

Order New Supplies

- Business cards
- Envelopes
- Pre-printed Stationary and Forms



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