



**From:** WFG Underwriting Department

**To:** All MD, DE, DC Policy Issuing Agents of WFG National Title Insurance Company

**Date:** October 31, 2016

**Bulletin No:** MD2016-01, DE2016-01, DC2016-01

**Subject:** Important Change –Over the Limit Authorization Procedure

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This bulletin is to advise our agents that there has been a change to the procedure for submitting Over the Limit Authorization (OTL) requests for policies to be written that are in excess of the agency's contractual underwriting limit.

There has been an upgrade to the AMS2 system and you will now be required to obtain OTL approval prior to creating your policy jacket in the AMS2 system. Since the system will not allow you to create the jacket before obtaining the approval please make sure this is done before the closing to avoid any potential delays. The OTL approval request can be created by pulling down the menu tab "Create-OTL Request" or "Create-Short OTL Request." A copy of the Over the Limit Authorization Form is attached for your convenient reference.

[Over The Limit Authorization Request Form](#)

If you have any problems or questions with regard to creating the request in the AMS2 system please contact Agency Support at [agencysupport@wfgnationaltitle.com](mailto:agencysupport@wfgnationaltitle.com) or 877-840-0841.

Please contact your agency representative or underwriting counsel with any questions.

*Information Bulletins are designed to provide our agents with information we think will help in managing their business or just being better title professionals, but which does not rise to the level of being an underwriting mandate and are not within the scope of the agency agreement.*