

# **ATTENTION SIGNING AGENT**

## **CAREFULLY REFER TO THE SIGNATURE LINES ON CLOSING DOCUMENTS**

The client must sign the documents as per the capacity listed in each signature line. Following are some of the examples to ensure that documents are signed accurately.

*John Doe*

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JOHN DOE

*John Doe, as Trustee*

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JOHN DOE, TRUSTEE OF THE JOHN DOE TRUST DATED 07/07/2007

*John Doe, Individually and as Trustee*

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JOHN DOE, INDIVIDUALLY AND AS TRUSTEE OF THE JOHN DOE TRUST DATED 07/07/2007

*Jane Doe, by John Doe as attorney in fact*

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JANE DOE, BY JOHN DOE, ATTORNEY IN FACT

*John Doe, as life tenant*

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JOHN DOE, AS LIFE TENANT

*John Doe, as remainderman*

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JOHN DOE, AS REMAINDERMAN

*Jane Doe, by John Doe as conservator*

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JANE DOE, BY JOHN DOE, CONSERVATOR

*Jane Doe, by John Doe as guardian*

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JANE DOE, BY JOHN DOE, GUARDIAN

**Witness Signing for Individual – Need two witnesses to sign as WITNESS**

*X*

\_\_\_\_\_  
JOHN DOE

*John Smith, witness for John Doe*

\_\_\_\_\_  
JOHN SMITH, WITNESS FOR JOHN DOE

*Jane Smith, witness for John Doe*

\_\_\_\_\_  
JANE SMITH, WITNESS FOR JOHN DOE

**Witness Signing for Trustee – Need two witnesses to sign as WITNESS**

*X, as trustee*

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JOHN DOE, TRUSTEE OF THE JOHN DOE TRUST DATED 07/07/2007

*John Smith, witness for John Doe, trustee*

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JOHN SMITH, WITNESS FOR JOHN DOE, TRUSTEE OF THE JOHN DOE TRUST DATED 07/07/2007

*Jane Smith, witness for John Doe, trustee*

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JANE SMITH, WITNESS FOR JOHN DOE, TRUSTEE OF THE JOHN DOE TRUST DATED 07/07/2007