



Easement-Encumbrance Schedule Template

The following is required on an Easement Schedule which identifies matters from the title report.

1. Document Number (per County Clerk)
2. Type of Document (Easement, License, etc.)
3. Location of cross or conflict with proposed or existing PUE/ROW/DE/CoG Easement, etc.
4. Notes or additional information for the reviewer.

The following is an example of how to list an item on the Easement-Encumbrance Schedule.:

Easement/Title Schedule			
Doc. # (Vol/Page)	Type (Easement, License, etc.)	Location of Cross or Conflict	Notes
2008085655	Easement	@Whisper Creek Dr., Plat pg. 3 of 7, northwest of intersection w/ River Terrace Dr.	WW easement held by City of Georgetown.

Total Number of Easements/Encumbrances: _____ Date of Title Report _____ ¹

"I, _____ attest under penalty of perjury that this Easement Encumbrance Schedule is, to the best of my knowledge, a complete and accurate list of all matters affecting the property."

Applicant or Property Owner's Signature: _____

Printed Applicant or Property Owner's Name: _____

Applicant or Property Owner's Title: _____

Date: _____

¹ Title report must be less than **90 days** old at the time of submittal.