



# Signatory Reference Guide

WHEN EXECUTING DOCUMENTS ON BEHALF OF SOMEONE ELSE OR AN ENTITY, IT IS IMPORTANT TO SIGN IN THAT CAPACITY. THIS IS A COMMON LIST OF ROLES AND EXAMPLES THAT CAN HELP THE NEXT TIME YOU, OR SOMEONE YOU KNOW, IS SIGNING IN AN AGENCY CAPACITY FOR AN ESTATE, TRUST OR ATTORNEY IN FACT.

## ATTORNEY IN FACT

John Smith as Attorney in Fact for Mary Smith

## TRUSTEE

John Smith as Trustee for the John Smith Trust

## PERSONAL REPRESENTATIVE

John Smith as Personal Representative for the Estate of Mary Smith

PLEASE CONTACT YOUR BURNET TITLE REPRESENTATIVE IF YOU HAVE QUESTIONS REGARDING THE PROPER SIGNING OF DOCUMENTS FOR ENTITIES NOT LISTED ABOVE.



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