

## **Instructions for Completion and Use of the Limited Power of Attorney Form**

Federal Title & Escrow Company discourages the use of a Power of Attorney. However, in those instances when an individual cannot be physically present at closing or is inaccessible via overnight delivery or email transmission, for the purpose of self-executing the required closing documents, a Power of Attorney may be appropriate.

This Power of Attorney authorizes another person (your agent) to make decisions concerning your property for you. You should very carefully weigh your decision as to what powers you give your agent. Your agent will be able to make decisions and act with respect to your property (including your money) whether or not you are able to act for yourself.

This Power of Attorney does not authorize the agent to make health care decisions for you.

You should select someone you trust to serve as your agent. Unless you specify otherwise, generally the agent's authority will continue until you die or revoke the power of attorney or the agent resigns or is unable to act for you. If your agent is unavailable or unwilling to act for you, your Power of Attorney will end unless you name a successor agent. You may also name a second successor agent.

This Power of Attorney becomes effective immediately unless you state otherwise. For more information on using a Power of Attorney, please refer to the article [Power of Attorney Pitfalls](#).

**VERY IMPORTANT:** Neither Trustee(s) nor Personal Representative(s)/Executor(s) can delegate authority through a Power of Attorney.

Immediately notify your mortgage lender and Federal Title & Escrow Company should you intend to utilize the Power of Attorney.

All fields must be completed legibly.

The form must be executed by the individual granting ("Grantor") the Power of Attorney authority in the presence of a Notary Public. The executed and notarized original document, accompanied by a copy of the Grantor's driver's license or other government issued identification, must be delivered to Federal Title & Escrow Company at least five (5) business days prior to the date of closing.

**VIRGINIA**  
**SPECIFIC POWER OF ATTORNEY**

I, \_\_\_\_\_, have made, constituted and appointed, and by these presents do make, constitute and appoint \_\_\_\_\_, my true and lawful Attorney-in-Fact for me in my name, place and stead, to take all necessary actions specifically pertaining to the purchase/sale/refinance and settlement of the property known as: \_\_\_\_\_, and more particularly described in Exhibit "A" attached. Such actions shall include, but not be limited to, executing deeds, affidavits and HUD-1 settlement statements, giving and granting to my said Attorney-in-Fact full power and authority to do and perform all and every act and thing whatsoever requisite and necessary to be done in and about the premises, as fully to all intent and purposes as I might or could do if personally present at the doing thereof, with full power of substitution and revocation, hereby ratifying and confirming all that my said Attorney-in-Fact may or shall lawfully do or cause to be done by virtue hereof. This Specific Power of Attorney shall not be affected by my subsequent disability or incapacity, or lapse of time, it being my intention and direction that the authority conferred hereby shall be exercisable notwithstanding my subsequent disability or incapacity, or lapse of time.

*In Testimony Whereof,* I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
 Print Name:

COUNTY OF \_\_\_\_\_ )  
 ) ss:  
 STATE OF \_\_\_\_\_ )

I, \_\_\_\_\_ a notary in and for the aforementioned jurisdiction, do hereby certify that \_\_\_\_\_, party to a certain Specific Power of Attorney, bearing date on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and hereto annexed, personally appeared before me, in my jurisdiction aforesaid, the said \_\_\_\_\_ being personally well known to me as the person who executed said Specific Power of Attorney, and then and there acknowledged the same to be \_\_\_\_\_ act and deed for the purposes therein contained.

Given under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
 Notary Public

My commission expires:

[SEAL]