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MEMORANDUM

DATE: March 2, 2015

TO: Owners and Designated Responsible Producers of
Title Insurance Agencies in Maryland

RE: Maryland Affordable Housing Trust (“MAHT”) legal and regulatory requirements.

Each year the Maryland Insurance Administration (“MIA”) receives referrals from MAHT identifying those Maryland-licensed title insurance agencies that have not complied with their MAHT legal and regulatory requirements.¹ The MIA has begun sending a Notice of Violation to every producer referred by MAHT. The MIA will, if appropriate, assess a penalty to include a fine and/or the suspension or revocation of any individual licensee as well as the license of the title insurance agency who does not comply.

As a courtesy, this Notice is being sent by the MIA to remind all owners and designated responsible producers of Maryland-licensed title insurance agencies in Maryland, that for all transactions meeting certain criteria² you must deposit any trust monies held in connection with that real estate settlement, closing, and escrow into a MAHT account. Interest earned on each eligible transaction must be paid to MAHT at least quarterly.

If you have failed to (1) **establish a MAHT account**, (2) **file the annual MAHT report with accurate and complete information by March 31st for the preceding year**, (3) accurately determine whether a particular transaction is eligible, and/or (4) inform your bank that it may not deduct wire transfer fees, you are encouraged to contact the MIA prior to receiving a Notice of Violation. Please call (410) 468-2200 or e-mail enforcement.mia@maryland.gov and provide your name and contact information.

Please see [Maryland Affordable Housing Trust: Materials for Title Companies and Financial Institutions](#)² for specific requirements and instructions for completing a MAHT ACCOUNT ENROLLMENT PACKET, filing the annual report, and determining whether the funds from a single transaction meet certain criteria and must be deposited into a MAHT interest bearing account. You may also contact Carol Richardson of MAHT at 410-514-7475.

¹ The attached [Bulletin 11-04](#) was published by the MIA on March 1, 2011, and explains in detail the law requiring the establishment of a MAHT Account and the filing of an annual MAHT Report. The insurance laws and regulations requiring compliance are found in the Annotated Code of Maryland, Insurance Article, (“Code”), Section 22-103, and Code of Maryland Regulations (“COMAR”) Title 31, Subtitle 16, Chapter 3.

² Please refer to the “Maryland Affordable Housing Trust Materials for Title Companies and Financial Institutions” referenced above.