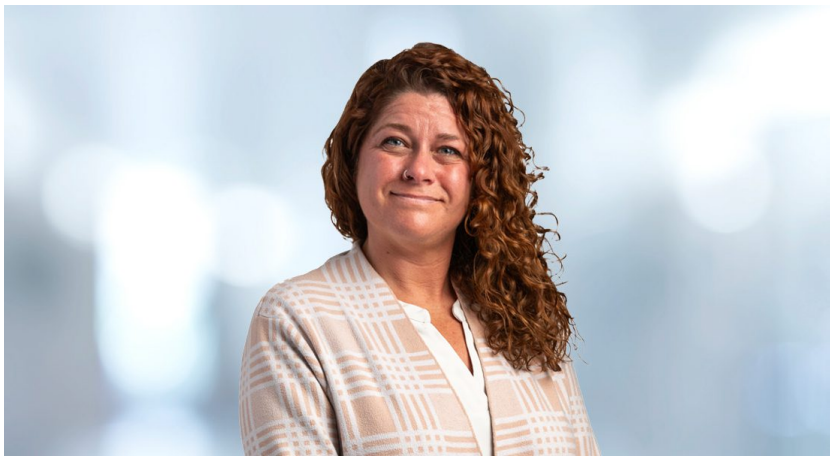
SAXTON & STUMP
LAWYERS AND CONSULTANTS



Tiffany Mitchell

Real Estate Title Processor

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Services and Industries

• Real Estate

Tiffany Mitchell is a real estate title processor in Saxton & Stump's York office, where she plays an integral role in delivering smooth, efficient residential and commercial closings. Working closely with settlement officers and attorneys in the firm's Real Estate Group and affiliate company Granite Settlement Co., Tiffany helps guide transactions from contract to closing with precision and attention to detail.

Tiffany works with the other professionals in the group to:

- Open and process new title matters
- Order title searches, tax certifications, and resale certificates
- Communicate and work with buyers, sellers, lenders, realtors, tax collectors, and homeowner associations
- Process closing packages and prepare closing documents
- Coordinate post-settlement distribution of documents and funds

Tiffany has worked in various real estate roles in the Harrisburg area since 2014, including as a relator, settlement officer, and property and community manager. She is also a licensed notary public and is a veteran of the U.S. Army, where she served two years as a military police officer in Fort Riley, Kan.

Certifications

- Notary public