

**ARIZONA ESCROW RATE SCHEDULE AND  
GENERAL RULES**

**ALL COUNTIES WITHIN STATE OF ARIZONA**

**PGP TITLE, INC.**

**Filed Effective: October 1, 2024**

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## PREFACE

**AN ESCROW FEE** is the amount charged for the acceptance of an escrow transaction and performance of the escrow duties by an Escrow Agent. The fee for a particular escrow transaction is based on either the **Fair Value** of the property or is a set flat charge.

When the fee is based on the **Fair Value** of the property, the appropriate fee is calculated from schedules of charges in which fee amounts are listed coinciding with the **Fair Value** amounts in increments of \$20,000.

There are various sub-categories of these fees based on the terms and conditions specific to each escrow transaction. The appropriate way to calculate a fee for each escrow transaction is the subject of this Schedule and General Rules, and a thorough understanding of the escrow transaction and this Schedule and the General Rules is required in order to charge correctly. Whenever percentages are used to derive a particular escrow fee, the fee may be rounded to the next highest dollar.

## SECTION I GENERAL RULES

### A. Definitions

**Escrow** -- Any transaction in which any escrow property is delivered with or without transfer of legal or equitable title, or both, and irrespective of whether a debtor- creditor relationship is created, to a person not otherwise having any right, title or interest herein in connection with the sale, transfer, encumbrance or lease of real or personal property, to be delivered or redelivered by that person upon the contingent happening or non-happening of a specified event or performance or non-performance of a prescribed act, when it is then to be delivered by such person to a grantee, grantor, promisee, promisor, obligee, obligor, bailee, bailor, or any designed agent or employee of any of them. In title industry parlance, it means the depositing with an impartial third party called the escrow agent (usually the title company) of anything pertaining to a real estate transaction including money and documents of all kinds which are to be disbursed and delivered to the rightful parties by the escrow agent when all conditions of the transaction have been met. Escrow includes subdivision trusts and account servicing. (A.R.S. 6-801, as Amended)

**Escrow Agent – An Escrow Agent** is any person engaged in the business of accepting escrows. (A.R.S. 6-801, as Amended)

Unless otherwise specified herein, whenever there is a reference to “**Escrow Agent**”, **Escrow Agent** shall mean the Company, PGP Title, Inc.

**Escrow Business** -- A commercial activity characterized by the regular and continuous carrying on of escrow transactions. (A.R.S. 6-801, as Amended)

**Escrow Agreement** – A written agreement usually made between buyer, seller and escrow agent, but sometimes only between one person and the escrow agent. It sets forth the conditions to be performed incident to the object deposited in escrow and gives the escrow agent instructions with respect to the disposition of the object so deposited.

### **Fair Value --**

- 1) Sale Transaction: The **Fair Value** means the full amount of the consideration paid to the Seller, including any encumbrances being assumed by the buyer and/or the **Fair Value** shall be determined from all available information, i.e., amount of encumbrances, assessed value, comparable sale data, etc.
- 2) Non-Sale Transaction: Where a sale is not involved, the **Fair Value** shall be the principal amount of the new loan.

## **B. Computation of The Basic Escrow Fee**

The Basic Escrow Fee is based on the **Fair Value** of the property as defined above in increments of \$20,000, including any fractional percentage thereof or a set flat charge. The Basic Escrow Fee rate chart is attached hereto as Exhibit "A".

Whenever a percentage or fractional percentage of the **Fair Value** is used, the fee arrived at from use of the percentage shall be rounded to the next highest fee increment. For example, if the **Fair Value** is \$100,010.00, the Basic Escrow Fee will be based on \$120,000.00.

The Basic Escrow Fee includes customary basic escrow services and electronic document delivery, messenger/overnight mail and wire transfer fees. Additional services will be charged according to Section IV, Schedule of Additional Fees.

## **C. Acquisitions of Undivided Interests**

The Basic Escrow Fee for a single escrow transaction that involves the same purchaser purchasing the undivided interest(s) in a specific or multiple properties, shall be based on the amount of the interest conveyed, the consideration paid to the Seller or the **Fair Value** thereof, whichever is greater.

## **D. Multiple Sales or Exchanges**

The Basic Escrow Fee is calculated on the **Fair Value** of each property being conveyed, even though there may be common parties involved in these multiple or single escrow transactions and/or concurrent recordings.

## **E. Minimum Fees, Charges, Cancellation Fees and Special Risks**

The fees herein are minimum charges. Additional charges will be made when unusual conditions are encountered, when special risks are assumed or when special services are provided as deemed necessary by reason of terms and conditions set forth in the escrow transaction.

## **F. Rates, Fees and Charges in Effect Prior to Filing**

All rates and fees contained herein become effective when approved by the Department of Financial Institutions, or by operation of law.

**SECTION II**  
**SCHEDULE OF ESCROW FEES AND CHARGES**

**A. BASIC ESCROW FEE (SALE) – EXHIBIT A**

The minimum charge of 100% of the Basic Escrow Fee shall be based upon the **Fair Value** of the property being conveyed in the escrow transaction. If additional charges are applicable, all such additional charges shall be identified and described separately on the final settlement statement.

**B. BASIC ESCROW FEE (BUILDER/DEVELOPER RATES)**

1. The Builder/Developer escrow rate is available to a builder, contractor, developer or subdivider and the purchasers therefrom, customarily engaged in such a business and shall apply only when the transaction involves the sale to a consumer home buyer or lot purchaser.
2. The minimum charge of 75% of the Basic Escrow Fee (Sale) Schedule shall be based upon the **Fair Value** of the property being conveyed in the escrow transaction. If additional charges are applicable, all such additional charges shall be identified and described separately on the final settlement statement.

**C. BASIC ESCROW FEE (SALE AND LOAN FEE)**

When conducting a sale and loan escrow simultaneously, covering identical property, the fee for escrow will be 100% of the Basic Escrow Fee plus \$100.00. The Concurrent Loan Escrow Fee will apply to any simultaneous loan escrow over one.

The fee will be charged to the party responsible for obtaining the loan, unless otherwise indicated in writing between the parties and acknowledged by their respective signatures. No Builder/Developer Discounts will be applied to the \$100.00 additional fees regardless of who pays this fee or how it is split.

**D. BASIC ESCROW FEE (LOAN) – No Existing Encumbrances**

If no transfer of title is involved and the purpose of the transaction is to add any new loans to property upon which there are no existing encumbrances, the charge shall be 70% of the Basic Escrow Rate, with a minimum charge of \$200.00.

### **SECTION III SPECIAL RATES**

#### **A. CONTRACTUAL RATE**

Separate contracts may be entered into under specific conditions for which no compensatory escrow service charge has been provided for in this Rate Manual. An escrow charge shall be made as contractually agreed upon between **Escrow Agent** and the parties to the escrow. Said negotiated rate must be by written contract, signed by the **Escrow Agent** and all parties to the escrow and documented in the escrow file. The minimum escrow charge under this section shall be \$200.00.

#### **B. ACCOMMODATION ESCROW FEE**

A fee of \$175.00 is charged to handle a courtesy signing requested by another title company, mortgage lender or bank where **Escrow Agent** is not performing the escrow.

#### **C. REFINANCE ESCROW FEE**

A refinance rate of \$475.00 is available to a person who is refinancing and replacing an existing mortgage or deed of trust. The rate is applicable only to refinance transactions.

In order to qualify for this refinance escrow rate the borrower and property must be the same as previously insured and the subject property must be a single-family residence.

#### **D. CONCURRENT LOAN ESCROW FEE**

A concurrent loan escrow rate of \$100.00 is available to a person who is placing a second or subsequent mortgage or deed of trust in addition to the first mortgage or deed of trust as part of the purchase escrow. This rate will be applicable to a second or additional loan transaction.

#### **E. EMPLOYEE RATE**

There shall be no escrow charges to employees or shareholders of the **Escrow Agent**, including employees of the **Escrow Agent's** affiliates and subsidiaries and employees on approved retirement, for the financing, sale or purchase of an employee's bona fide residence.

These rates are only applicable in connection with those costs which the employee would normally pay by established custom as a party to the transaction. The discount shall be limited to one transaction annually.

**F. SECOND MORTGAGE – HOME EQUITY SEPARATE FROM NEW HOME PURCHASE ESCROW**

Escrow rate of \$175.00 is available to a person who is obtaining a second mortgage or home equity loan on their current residence in a transaction separate and distinct from a new home purchase. Fee is applicable to second mortgage transaction that is closing simultaneously with the new money purchase transaction where the lender is requiring a separate escrow to be opened.

**G. CHARITABLE TRANSACTION RATE**

The company will waive its escrow fees and charges when the transaction is one in which a property is purchased on behalf of another, in conjunction with a charitable organization, as a donation.

**H. ESCROW ONLY RATE**

When called upon to act as an Escrow Agent only and not at the same time acting as the Title Insurer performing any function in connection with the ordering or issuance of any Title Insurance, the Escrow Fee shall be charged at twice the Basic Escrow Rate.

**I. RECORDING FEE – ALL TRANSACTIONS**

All transactions will be charged a recording fee equal to the actual amount required to record legal documents. These fees shall include charges from the county recorder, any submission platforms, and any other service utilized for recordation.



**SECTION IV**  
**SCHEDULE OF ADDITIONAL FEES**

- \$ 150 Preparation of Note & Deed of Trust
- \$ 100 Sub Escrow Fee (Additional loan or 1031 Exchange; charged to incurring party)
- \$ 75 Interest Bearing Account Set Up Fee
- \$ 100 Holdback fee
- \$ 100 Extra work charge (per hour or portion thereof) for work in excess of standard escrow time and effort
- \$ 75 Reconveyance Fee (Full or Partial and does not include recording fee)
- \$ 25 Dormancy Fee - \$25 charge per month for each month or fraction thereof when undisbursed funds remain in escrow for more than 120 days after close of escrow

PGP Title, Inc.  
 Exhibit A  
 State of Arizona - All Counties  
 Standard Escrow Rate Schedule  
 Effective October 1, 2024

FAIR VALUE AMOUNT (up to and including)	BASIC RATE
\$100,000.00	\$920.00
\$120,000.00	\$952.00
\$140,000.00	\$984.00
\$160,000.00	\$1,014.00
\$180,000.00	\$1,046.00
\$200,000.00	\$1,078.00
\$220,000.00	\$1,104.00
\$240,000.00	\$1,130.00
\$260,000.00	\$1,158.00
\$280,000.00	\$1,184.00
\$300,000.00	\$1,210.00
\$320,000.00	\$1,238.00
\$340,000.00	\$1,264.00
\$360,000.00	\$1,292.00
\$380,000.00	\$1,318.00
\$400,000.00	\$1,344.00
\$420,000.00	\$1,370.00
\$440,000.00	\$1,396.00
\$460,000.00	\$1,424.00
\$480,000.00	\$1,450.00
\$500,000.00	\$1,476.00
\$520,000.00	\$1,500.00
\$540,000.00	\$1,524.00
\$560,000.00	\$1,546.00
\$580,000.00	\$1,570.00
\$600,000.00	\$1,594.00
\$620,000.00	\$1,616.00
\$640,000.00	\$1,640.00
\$660,000.00	\$1,662.00
\$680,000.00	\$1,686.00
\$700,000.00	\$1,710.00

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FAIR VALUE AMOUNT	BASIC RATE
\$720,000.00	\$1,732.00
\$740,000.00	\$1,756.00
\$760,000.00	\$1,780.00
\$780,000.00	\$1,802.00
\$800,000.00	\$1,826.00
\$820,000.00	\$1,848.00
\$840,000.00	\$1,872.00
\$860,000.00	\$1,894.00
\$880,000.00	\$1,918.00
\$900,000.00	\$1,942.00
\$920,000.00	\$1,966.00
\$940,000.00	\$1,988.00
\$960,000.00	\$2,012.00
\$980,000.00	\$2,034.00
\$1,000,000.00	\$2,058.00

For amounts over \$1,000,000.00 add \$20.00 for every \$20,000.00 dollars or fraction thereof of Fair Value.