



**SCHEDULE OF ESCROW SERVICE RATES,
MANUAL OF CLASSIFICATIONS,
And
RULES AND PLANS RELATING THERETO
STATE OF ARIZONA
EFFECTIVE: 04/10/2023**

FORWARD

This schedule of Rates, Manual of Classifications and Rules and Plans Relating Thereto is filed with the Arizona State Department of Financial Institutions, in accordance with Article 4, Chapter 7, Title 6, Arizona Revised Statutes.

This filing consists of the Schedule of Escrow Service Rates, Manual of Classifications and Rules and Plans Relating Thereto effective 04/10/2023.

IN WITNESS WHEREOF, the President of this Corporation have hereunto set their hands officially, this 22nd day of March 2023.

BLUEINK TITLE AGENCY LLC.

A handwritten signature in blue ink, appearing to read 'Valentin Guzman', with a period at the end.

Valentin Guzman, President

Table of Contents

FORWARD	i
TABLE OF CONTENTS	ii-iii
BASIC ESCROW RATE (ZONE 1)	1
Maricopa and Pinal Counties	1
BASIC ESCROW RATE (ZONE 2)	2
Apache, Cochise, Coconino, Gila, La Paz, Mohave, Yavapai and Yuma Counties	2
BASIC ESCROW RATE (ZONE 3)	3
Graham and Greenlee Counties	3
BASIC ESCROW RATE (ZONE 4)	4
Pima County	4
GENERAL RULES	5-6
A. Computation from Basic Rate	5
B. Definitions	5
C. Geographic Application of Rates	5
D. Rates and Charges in Effect Prior to Filing	5
E. Separate Sales or Exchanges (Different Owners)	5
F. Undivided Interest when Sold Separately from the Remaining Interest	6
CHAPTER I – ESCROW - RESIDENTIAL	7-8
E101 Sale – Basic Charge (Residential)	7
E102 Buyer All Inclusive Rate (Residential)	7
E103 Seller All Inclusive Rates (Residential)	7
E104 Loan Escrow – Basic Charge (Residential)	7
E105 Subsequent Loans (Residential)	8
E106 Leasehold – Basic Charge (Residential)	8
CHAPTER II – ESCROW - COMMERCIAL	9-10
E201 Sale – Basic Charge (Commercial) – All Zones	9
E202 Buyer All Inclusive Rate (Commercial)	9
E203 Seller All Inclusive Rates (Commercial)	9
E204 Loan Escrow – Basic Charge (Commercial)	9
E205 Subsequent Loans (Commercial)	10
E206 Leasehold – Basic Charge (Commercial)	10
CHAPTER III – ESCROW - SUBDIVISION	11
E301 Subdividers, Builders and Developers Rate	11
CHAPTER IV – ESCROW – MANUFACTURED HOME ONLY	12-13
E401 Sale – Basic Charge (Manufactured Home Only)	12
E402 Buyer All inclusive Rate (Manufactured Home Only)	12
E403 Seller All Inclusive Rates (Manufactured Home Only)	12
E404 Loan Escrow – Basic Charge (Manufactured Home Only)	12
E405 Subsequent Loans (Manufactured Home Only)	13
CHAPTER V – ESCROW – SPECIAL RATES	14-15
E501 Business Escrow Rate	14
E502 Churches or Non-Profit Organization Rate	14
E503 Employee Rates	14
E504 Investor Rate	14
E505 Military Rate	14

E506	Negotiated Rate	14
E507	Pre-Sale Rate (Yuma County Only)	14
E508	Public Servant Rate.....	15
E509	Real Estate Agent Rate	15
E510	Relocation Companies (High Volume)	15
E511	Relocation Rate – Corporate Employee.....	15
E512	Senior Citizen’s Rate.....	15
CHAPTER VI – ESCROW – MISCELLANEOUS SERVICES.....		16-18
E601	Construction Controlled Escrow Fees	15
E602	Courier Fees	16
E603	Escrow Only Service.....	16
E604	Exchange Fee	16
E605	Foreign Investment in Real Property Tax Act (FIRPTA) Filing Fee	16
E606	Interest Bearing Accounts.....	16
E607	Maintenance Charges	16
E608	Manufactured Homes Title/Affixtures	17
E609	Reconveyance and Tracking Fee	17
E610	REO Transactions	17
E611	Short Sale Escrow Rate.....	17
E612	Work Charges	17
E613	Recording Services Fee.....	17
E614	Abbreviated/Sub-Escrow Fees	18

**BASIC ESCROW RATE (Zone 1)
Maricopa and Pinal Counties**

Transaction Amounts To And including	Rate
\$10,000	\$690
20,000	690
30,000	690
40,000	690
50,000	690
60,000	690
70,000	710
80,000	720
90,000	730
100,000	740
110,000	760
120,000	770
130,000	780
140,000	790
150,000	810
160,000	820
170,000	830
180,000	840
190,000	850
200,000	880
210,000	890
220,000	900
230,000	910
240,000	930
250,000	940
260,000	950
270,000	960
280,000	980
290,000	1000
300,000	1020

From \$300,001 to \$1,000,000
 Add per \$10,000 or fraction thereof.....\$12.00

Over \$1,000,000 add per \$10,000
 Or fraction thereof.....\$8.00

BASIC ESCROW RATE (Zone 2)

Apache, Cochise, Coconino, Gila, La Paz, Mohave, Navajo, Yavapai and Yuma Counties

Transaction Amounts To And including	Rate
\$10,000	\$400
20,000	400
30,000	400
40,000	400
50,000	400
60,000	400
70,000	420
80,000	430
90,000	440
100,000	450
110,000	460
120,000	480
130,000	500
140,000	510
150,000	520
160,000	530
170,000	540
180,000	550
190,000	560
200,000	570
210,000	580
220,000	590
230,000	600
240,000	610
250,000	620
260,000	630
270,000	640
280,000	650
290,000	660
300,000	670

From \$300,001 to \$1,000,000
Add per \$10,000 or fraction thereof.....\$6.00

Over \$1,000,000 add per \$10,000
Or fraction thereof.....\$4.00

**BASIC ESCROW RATE (Zone 3)
Graham and Greenlee Counties**

Transaction Amounts To And including	Rate
\$10,000	\$310
20,000	310
30,000	310
40,000	310
50,000	310
60,000	310
70,000	310
80,000	350
90,000	360
100,000	360
110,000	380
120,000	380
130,000	400
140,000	400
150,000	420
160,000	420
170,000	440
180,000	440
190,000	460
200,000	460
210,000	470
220,000	480
230,000	490
240,000	490
250,000	500
260,000	500
270,000	520
280,000	520
290,000	540
300,000	540

From \$300,001 to \$1,000,000
 Add per \$10,000 or fraction thereof.....\$6.00

Over \$1,000,000 add per \$10,000
 Or fraction thereof.....\$4.00

**BASIC ESCROW RATE (Zone 4)
Pima County**

Transaction Amounts To And including	Rate
\$10,000	\$420
20,000	420
30,000	420
40,000	420
50,000	420
60,000	430
70,000	440
80,000	450
90,000	460
100,000	470
110,000	480
120,000	490
130,000	500
140,000	510
150,000	530
160,000	540
170,000	560
180,000	570
190,000	580
200,000	590
210,000	600
220,000	620
230,000	630
240,000	640
250,000	650
260,000	660
270,000	680
280,000	690
290,000	700
300,000	710

From \$300,001 to \$1,000,000
 Add per \$10,000 or fraction thereof.....\$12.00

Over \$1,000,000 add per \$10,000
 Or fraction thereof.....\$8.00

GENERAL RULES

Blue Ink Title Agency reserves the right to change any fees or rates contained herein as required by court ruling or legislation.

A. Computation from Basic Rate

1. The Rates shall be applied on fair value as defined in B. below in multiples of \$10,000.00 including any fraction thereof, unless a set flat rate charge applies.
2. Whenever a percentage of a Basic Rate is calculated due to the application of a discounted rate, the charge arrived at from the calculation will be rounded up to the next whole dollar amount.

B. Definitions

Commercial: Commercial means any property that is not Residential.

Escrow: Escrow means 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 therein 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 nonperformance of a prescribed act, when it is then to be delivered by such person to a grantee, grantor, promisee, promisor, obligee, obligor, Bailee or bailor, or any designated agent or employee of any of them. Escrow included subdivision trusts and account servicing. (A.R.S. 6-801)

Fair Value: The "Fair Value" shall be constructed as the sales price of the property. Where a sale is not involved, the "Fair Value" shall be the principal amount of the new loan.

Residential: Residential means improved one-to-four family residences (residential property), condominiums, townhouses or other similar properties, or unimproved property that is intended to use as one-to-four family, and manufactured homes.

C. Geographic Application of Rates

Unless otherwise noted, the applicable escrow fees shall be determined by the county in which the escrow is handled and not where the property is located.

D. Rates and Charges in Effect Prior to Filing

Rates and/or charges contracted for by the Company prior to the effective date of filing, and which deviate from this filing shall remain in effect, until expiration of said contract.

E. Separate Sales or Exchanges (Different Owners)

Basic Escrow Rate applicable on each separate sale, seller or exchange involved.

The Basic Escrow rate applies on the amount of each individual sale or exchange even though there may be one common purchaser and the sales or exchanges are handled concurrently, and one or more separate escrows is involved.

F. Undivided Interest when Sold Separately from the Remaining Interest

Basic Escrow Rate applicable based upon the fair value of the interest covered.

CHAPTER I –ESCROW - SALE

E101 Sale – Basic Charge (Residential)

Charge shall be 100% of the Basic Escrow Rate based on the fair value of the property in the escrow.

E102 Buyer All Inclusive Rate (Residential)

Charged in addition to the escrow fee when one or more of any combination of the following services are provided on behalf of the Buyer: new first loan (including seller carryback financing), courier charges, or domestic wire fees.

- This rate includes unlimited courier fees and domestic wire fees.

Transactions Handled in:

Zone 1 \$220.00

Zone 2, 3 and 4 \$200.00

Discounts shall not apply to this charge.

Note: When closing non-typical transactions, limited services may be charged as set forth in chapter VI, in lieu of this rate.

E103 Seller All Inclusive Rate (Residential)

Charged in addition to the escrow fee when one or more of any combination of the following services are provided on behalf of the Seller: lien(s) against property being paid off through escrow, including Manufactured Home loans to obtain title and/or releases, courier fees, or domestic wire fees.

- This rate includes unlimited reconveyance and tracking, courier fees and domestic wire fees.

Transactions Handled in:

Zone 1 \$275.00

Zone 2, 3 and 4 \$250.00

Discounts shall not apply to this charge.

Note: When closing non-typical transactions, limited services may be charged as set forth in chapter VI, in lieu of this rate.

E104 Loan Escrow – Basic Charge (Residential)

A. Charge shall be 100% of the Basic Escrow Rate based on fair value of the property in the escrow when:

- No transfer of the title is involved, and the preparation of loan escrow instructions/documents is required.

B. Loan Escrow (Loan/Refinance/Construction/Permanent Loan)

The rate is applicable to any loan only transaction where there is no transfer of title, and

all loan documents are provided by the lender (institutional or private) for first loan. Services available under this section include the following:

- Unlimited reconveyance and tracking, courier fees and domestic wire fees.

Transactions Handled in:

Zone 1 \$350.00

Zone 2, 3 and 4 \$325.00

Discounts shall not apply to this charge.

C. Volume Lender Bulk Refinance Rate (Zone 4 ONLY)

Loan Escrow services may be provided to any Lender, Mortgage Broker, Credit Union, or any other lending entity that processes in excess of 20 refinance transactions on an average monthly basis.

Services available under this section include the following:

- Unlimited reconveyance and tracking, courier fees and domestic wire fees.

Transactions Handled in Zone 4 ONLY: Charge \$275.00

Discounts shall not apply to this charge.

E105 Subsequent Loans (Residential)

This rate is applicable to any subsequent loan closed with the new first loan.

- Does not apply to government down payment assistance.

Transactions Handled in ALL Zones: Charge \$200.00

Discounts shall not apply to this charge.

E106 Leasehold – Basic Charge (Residential)

The Leasehold Escrow Rate shall be 100% of the Basic Escrow Rate based upon the fair value of the property lease or the total amount of the lease payments, whichever is less.

CHAPTER II – ESCROW- COMMERCIAL

E201 Sale – Basic Charge (Commercial) – All Zones

Up to \$2,000,000.....	70% of Basic Escrow Rate
\$2,000,001 to \$10,000,000.....	65% of Basic Escrow Rate
\$10,000,001 to \$25,000,000.....	60% of Basic Escrow Rate
\$25,000,001 to \$55,000,000.....	55% of Basic Escrow Rate
\$55,000,001 to \$75,000,000.....	50% of Basic Escrow Rate
\$75,000,001 and above.....	45% of Basic Escrow Rate

MINIMUM RATE: Zones 1 and 4: \$850.00; Zone 2: 500.00

No minimum rate for Zone 3

Discounts shall not apply to this charge.

E202 Buyer All Inclusive Rate (Commercial)

Charged in addition to the escrow fee when one or more of any combination of the following services are provided on behalf of the Buyer: new first loan (including seller carryback financing), courier charges, or domestic wire fees.

- This rate includes unlimited courier fees and domestic wire fees.

Transactions Handled in:

Zone 1	\$275.00
Zone 2, 3 and 4	\$225.00

Discounts shall not apply to this charge.

E203 Seller All Inclusive Rate (Commercial)

Charged in addition to the escrow fee when one or more of any combination of the following services are provided on behalf of the Seller: lien(s) against property being paid off through escrow, including Manufactured Home loans to obtain title and/or releases, courier fees, or domestic wire fees.

- This rate includes unlimited reconveyance and tracking, courier fees and domestic wire fees.

Transactions Handled in:

Zone 1	\$275.00
Zone 2, 3 and 4	\$225.00

Discounts shall not apply to this charge.

E204 Loan Escrow – Basic Charge (Commercial)

A. Charge shall be 100% of the Basic Escrow Rate based on fair value of the property in the escrow when:

- No transfer of the title is involved, and the preparation of loan escrow instructions/documents is required.

B. Loan Escrow (Loan/Refinance)

The rate is applicable to any loan only transaction where there is no transfer of title, and all loan documents are provided by the lender (institutional or private) for first loan.

- This rate does not apply to construction loans.

Services available under this section include the following:

- Unlimited reconveyance and tracking, courier fees and domestic wire fees.

Up to \$500,000	Charge - \$500.00
\$500,001 to \$1,000,000	Charge - \$800.00
\$1,000,001 to \$3,000,000	Charge - \$1,100.00
\$3,000,001 and above	Charge - \$1,600.00

Discounts shall not apply to this charge.

C. Loan Escrow (Commercial Construction/Perm)

Up to \$2,000,000.....	70% of Basic Escrow Rate
\$2,000,001 to \$10,000,000.....	65% of Basic Escrow Rate
\$10,000,001 to \$25,000,000.....	60% of Basic Escrow Rate
\$25,000,001 to \$55,000,000.....	55% of Basic Escrow Rate
\$55,000,001 to \$75,000,000.....	50% of Basic Escrow Rate
\$75,000,001 and above.....	45% of Basic Escrow Rate

MINIMUM RATE: \$750.00

Discounts shall not apply to this charge.

E205 Subsequent Loans (Commercial)

This rate is applicable to any subsequent loan closed with the new first loan.

- Does not apply to government down payment assistance.

Transactions Handled in ALL Zones: Charge \$225.00 per loan over one
 Discounts shall not apply to this charge.

E206 Leasehold – Basic Charge (Commercial)

The Leasehold Escrow Rate shall be 100% of the Basic Escrow Rate based upon the fair value of the property lease or the total amount of the lease payments, whichever is less.

CHAPTER III – ESCROW- SUBDIVISION

E301 Subdividers, Builders and Developer Rates

1-30 Units.....	70% of Basic Escrow Rate
31-70 Units.....	60% of Basic Escrow Rate
71-100 Units.....	40% of Basic Escrow Rate
101-500 Units.....	30% of Basic Escrow Rate
501-1000 Units.....	20% of Basic Escrow Rate
1001 or more.....	10% of Basic Escrow Rate

MINIMUM RATE - \$375.00

Discounts shall not apply to this charge.

CHAPTER IV – ESCROW- MANUFACTURED HOME ONLY

E401 Sale – Basic Charge (Manufactured Home Only)

Charge shall be 100% of the Basic Escrow Rate based on the fair value of the property in the escrow.

MINIMUM RATE: \$1,000.00

E402 Buyer All Inclusive Rate (Manufactured Home Only)

Charged in addition to the escrow fee when the sale and loan escrow are conducted simultaneously (including seller carryback financing) for first loan. Services available under this section include:

- Unlimited courier fees and domestic wire fees.

Transactions Handled in:

Zone 1	\$220.00
Zone 2, 3 and 4	\$200.00

Discounts shall not apply to this charge.

Note: When closing non-typical transactions, limited services may be charged as set forth in chapter VI, in lieu of this rate.

E403 Seller All Inclusive Rate (Manufactured Home Only)

Charged in addition to the escrow fee when one or more of any combination of the following services are provided on behalf of the Seller: lien(s) against property being paid off through escrow, including Manufactured Home loans to obtain title and/or releases, courier fees, or domestic wire fees.

- This rate includes unlimited courier fees and domestic wire fees.

Transactions Handled in:

Zone 1	\$250.00
Zone 2, 3 and 4	\$220.00

Discounts shall not apply to this charge.

Note: When closing non-typical transactions, limited services may be charged as set forth in chapter VI, in lieu of this rate.

E404 Loan Escrow – Basic Charge (Manufactured Home Only)

A. Charge shall be 100% of the Basic Escrow Rate based on fair value of the property in the escrow when:

- No transfer of the title is involved, and the preparation of loan escrow instructions/documents is required.

B. Loan Escrow (Loan/Refinance/Construction/Permanent Loan)

The rate is applicable to any loan only transaction where there is no transfer of title, and all loan documents are provided by the lender (institutional or private) for first loan.

CHAPTER V – ESCROW – SPECIAL RATES

E501 Business Escrow Rate

Any escrow wherein a business is being transferred, without real property, will be charged at twice the Basic Escrow Rate with a minimum charge of \$1,000.00.

Discounts shall not apply to this charge.

E502 Churches or Non-Profit Organization Rate

This rate is available to churches and Non-Profit Organizations. Charge is 70% of the Basic Escrow Rate.

E503 Employees Rates

This rate is available to any employee of a Title Company.

For escrows handled by the Company in connection with the financing or refinancing, sale or purchase of:

- | | |
|-------------------------|-----------------------------------|
| 1. Primary Residence | No escrow fees charged |
| 2. Secondary Properties | 50% of the applicable escrow fees |

E504 Investor Rate

This rate is available to individuals and entities who in the ordinary course of business invest money in real estate. Charge is 70% of the Basics Escrow Rate.

E505 Military Rate

This rate is available to active Military and Veterans. Charge is 70% of the Basic Escrow Rate.

E506 Negotiated Rate

The Company reserves the right to negotiate fees. Any such negotiated rate agreement must be in writing, signed by the parties to the agreement, and approved by the Company President. A copy of the agreement shall be maintained outside of the filed escrow rates.

E507 Pre-Sale Rate (Yuma County ONLY)

A flat fee of \$300.00 will be charged on a residential resale transaction. This fee is applicable, provided that the closing occurs within 12 months from the date of the Multiple Listing Service (MLS). This discount shall apply to closings performed in which the listing agent has disclosed the rate on the MLS listing prior to acceptance of the contract. Copy of the MLS listing required.

Excluded from this rate are Real Estate Owned properties (REO'S), Short Sale transaction, and commercial properties.

Discounts shall not apply to this charge.

E508 Public Servant Rule

This rate is available to currently employed Public Servants to include, but not limited to teachers, policemen, firefighters, and emergency medical personnel. Charge is 70% of the Basic Escrow Rate.

E509 Real Estate Agent Rate

This rate is available to active Realtors. Charge is 70% of the Basic Escrow Rate.

E510 Relocation Companies (High Volume)

For High Volume Relocation Companies, the rate shall be \$600.00 inclusive of miscellaneous fees.

Discounts shall not apply to this rate.

E511 Relocation Rate-Corporate Employee

Rates under this section are available for the transactions insuring the purchase and resale of a home of any employee transferred by a corporation or a governmental entity from one area to another. Charge is 70% of the Basic Escrow Rate

E412 Senior Citizen's Rate

This rate is available to Senior Citizens (age 60 and over). Charge is 80% of the Basic Escrow Rate.

CHAPTER VI – ESCROW – MISCELLANEOUS SERVICES

The rates under this section are minimum charges. Discounts shall not apply to changes under this section.

E601 Construction Controlled Escrow Fees

These charges shall be in addition to the Basic Escrow Rate:

\$100.00 Per Draw

\$250.00 Per Draw Inspection (does not apply when use of an outside vendor is required)

E602 Courier Charges

\$30.00 per package (included express mail, overnight delivery, and courier delivery) for packages sent to USA addresses only.

- Foreign addresses will be charged at actual cost of delivery plus \$50

E603 Escrow Only Service

Escrow services involving a transfer of real property in which no title insurance is to be issued. Charge is 200% of the Basic Escrow Rate

*****Management approval is REQUIRED prior to opening escrow**

E604 Exchange Fee

This charge shall apply to transactions involving a 1031 Tax Deferred Exchange or a simultaneous exchange of property. Charge is \$100.00 for each exchange.

E605 Foreign Investment in Real Property Tax Act (FIRPTA) Filing Fee

When the transaction involves withholding of proceeds and/or payment of same to the Internal Revenue Service in connection with the Foreign Investment in Real Property Tax Act, charges may be made at an hourly rate of \$150.00 per hour (with a 2-hour minimum)

E606 Interest Bearing Accounts

Setup of Trust Funds deposited into interest bearing accounts. Charge is \$50.00

E607 Maintenance Charges

1. \$25.00 per month for maintaining funds in escrow account after an escrow is in dispute and we have given both parties (Seller and Buyer) at least thirty days' notice that said charge will accrue until the entire sum in the escrow has been exhausted, or the dispute has been resolved by mutual agreement or by court order, any applicable appeal period having lapsed, and the remainder is distributed accordingly.
2. \$25.00 for the re-issuance of any check not cashed after six months have elapsed since the date of issuance, or the entire sum uncashed, if less than \$25.00

3. \$25.00 per month to maintain the funds in our account after one year has elapsed with a check remaining uncashed and unclaimed, until the entire sum of said uncashed check has been exhausted or claim has been made for the remainder, or in the event three years elapses, any unclaimed remainder will be sent to the State escheat fund.

E608 Manufactured Homes Title/Affixtures

This charge shall be in addition to the Basic Escrow Rate for the preparation of an Affidavit of Affixture and/or applications for the transfer of Manufacturers Certificates of Origin (MCO) or the original Certificate of Title for a manufactured home.

- Does not include MVD authorized third party (ATP) services and fees.

Transactions Handled in ALL Zones: Charge \$200.00 per home
Discounts shall not apply to this charge.

E609 Reconveyance and Tracking Fee

Tracking, demanding, procuring and recording of payoff deeds for Agreement for Sale, Satisfactions of Mortgage, Release of Liens disclosed on Affidavits of Affixture, Deeds of Release and Reconveyance of Deed of Trust, Manufactured Home Certificates of Title and/or Lien Release from Lender, Beneficiary or Servicing Agency, when a release is not available at closing for recordation or Certificates of Title/Lien Release will be released by the payoff lender post-closing.

This fee is non-refundable and does not represent the actual out-of-pocket expenditures of the company in connection therewith but is a flat rate charge of \$100.00 per release. Reconveyances and releases will be recorded by the Company as a cost of doing business when this fee is charged.

E610 REO Transactions

When fees are invoiced to the Company for services provided by required Seller coordinating companies, said fees shall be charged in addition Company escrow Charges.

E611 Short Sale Escrow Rate

This rate shall apply when the transaction involves a "short sale" to be approved by an institutional lender and will be charged at twice the Basic Rate with a minimum of \$750.00.

E612 Work Charges

When escrow services are requested under conditions for which no charge has been provided in this schedule, or additional escrow work when usual conditions are encountered, or when special services are provided, charges may be made at an hourly rate of \$250.00 per hour (with ½ hour minimum).

E613 Recording Fee Services

A recording fee of \$35.00 will be charged per document on all real estate transactions.

E614 Abbreviated/Sub-Escrow

An abbreviated/sub-escrow with the issuance of title insurance may be provided when any one or more of the following services are provided Services available under this section include the following:

- Unlimited reconveyance tracking, electronic documents, courier fees and domestic wire fees.
 1. Preparation of documents needed to clear title and/or comply with lender's instructions. \$100.00
 2. Receipt and disbursement of funds \$100.00
 3. Acceptance and recordation of documents \$100.00
 4. Ordering payoffs \$100.00
 5. Preparation of settlement statement and disbursement record. \$100.00