

#### **GENERAL RULES**

#### and

#### **DEFINITIONS**

1 Escrow is a legal arrangement in which a third party temporarily holds money or property until a particular condition has been met, such as the fulfillment of a purchase agreement. The principals to the escrow, namely the buyer, the seller, the lender, and the borrower – cause escrow instructions, most usually in writing, to be created, signed, and delivered to the escrow officer. If a real estate agent is involved, he will normally provide the escrow officer with the information necessary for the preparation of escrow instructions and documents. The escrow officer will process the escrow in accordance with the signed contract provided either by the buyer or seller of agent involved, and when all conditions required in the escrow are met or achieved, the escrow will be "closed". Although following a similar pattern, each escrow will be different in some respects, as it deals with your property and the transaction at hand. Escrow includes subdivision trusts and account servicing. (A.R.S. 6-801, as amended 1988)

"Escrow agent" (Blue Castle Title Agency, Inc.) means any person engaged in the business of accepting escrow (A.R.S. 6-801, as Amended 1988).

"Escrow business" means a commercial activity characterized by the regular and continuous carrying on or escrow transactions (A.R.S. 6-801, As amended 1988).

"Fair Value" means the full amount of consideration paid to the Seller, including any encumbrances being assumed and shall be determined from the terms of the transaction. For the refinance transactions the "Fair Value" is the loan amount.

- Basic Escrow Fee is based on the "Fair Value" which is in increments of \$50,000.00.
- Acquisitions of undivided interest the Basic escrow fee will be calculated based on the amount of interest conveyed and/or the consideration paid to the Seller.
- **4. Multiple Sales or Exchanges** the Basic escrow fee will be calculated on the "Fair Value" of each property been conveyed,
- Minimum fees, charges, and special risks additional fees will be charged when special conditions or services are provided.

**6.** Rates, fees, and charges All rates and fees become effective when approved by the Arizona Department of Financial institutions or by operation of law.

### SCHEDULE OF ESCROW FEES

- Basic Escrow Fee is charged based upon the "Fair Value" of the property being conveyed in the escrow transaction. If additional charges are applicable same shall be included with the Escrow Fee in the final settlement statement. Notary fees not included.
- 2. Sale and loan fee in a simultaneously sale and loan transaction the fee for escrow will be the Basic Escrow Fee plus a \$275.00 loan tie-in fee per loan.
- **3.** The leasehold Fee shall be 100% of the Basic Escrow Fee upon the "Fair Value" of the property leased and/or services rendered.

#### SPECIAL RATES AND FEES

- 1. **Employee rates** for all Blue Castle Title Agency Inc. no escrow fee on their primary residence for any additional properties is a 50% discount excluding bundled rates. They will cover their portion of the title underwriting fee.
- 2. Volume clients Blue Castle Title Agency Inc. reserves the right to negotiate rates. Volume clients identified as 30 transactions or more a year and may have a written negotiated rate agreement, which will be maintained on file in the corporate office.
- 3. Interest bearing account \$100.00 will be charged for each account set up.
- 4. Investor Rate This rate will be available to an individual or company who invest om real estate to produce revenue, income, or profit. This rate will be applied only to the investor and cannot be applied to a portion of the escrow fee. The discount to the investor will be 30% of the applicable escrow fee. Notary fees are not included.
- **5. Refinance Fee** the Basic Escrow Rate for a Refinance, Interim/Construction loan, and permanent loan at a "Flat Escrow Fee" of \$500.00 per loan. If there is a

- transfer of title 100% of the Basic Escrow Fee should be charged. Notary fees and CPL fees are not included
- 6. Purchase Escrow Rate the minimum charge of 100% of the basic Escrow Rate shall be charged based on the fair value of the property on all purchase transactions. Notary fee and CPL fees are not included.
- 7. Additional work fee additional fees will be charged at a rate of \$50.00 per quarter hour of additional work. An explanation of additional work performed will be provided by the escrow officer.
- 8. Signing Service Fee A flat fee of \$150.00 from the buyer and \$150.00 from seller will be charged when an escrow officer or employee needs to notarize documents to allow for closing and recording. Additional fees will be charged if out of state or remote signing according to Notary services provided.
- 9. Document Delivery Fee a charge of \$25.00 per package will be added for FedEx, UPS or other fright services. If the amount of service is higher than \$25.00 the full amount will be charged.
- 10. Wire fee \$50.00 will be charged for each outgoing wire.
- **11. Mobile Home fee** an additional \$150.00 will be charged for preparation of Affidavit of Affixture to be recorded or title transferred.
- **12. Concurrent loan fee** an additional \$150.00 will be charged on a secondary financing per transaction.
- **13.** Reconveyance Tracking fee \$100.00 fee will be charged for following up and assuring a lien release is recorded.
- **14. Recording service fee,** the flat filed recording fees are as follows:
  - 1. Refinance/loan fee \$75.00 per transaction.
  - 2. Resale Escrow \$125.00 per transaction with a loan.
  - 3. Resale Escrow \$75.00 per transaction without a loan.
- **15. Maintenance Fee Charges** Stale checks not cashed after 90 days will be charged a fee of \$25.00 from the date of the check. This charge will continue until the check has been exhausted limited to \$1,500.00 or claimed has been

- made. A \$25.00 fee will be charged to re-issue checks and a \$25.00 charge for NSF for any returned checks.
- **16. First Responders Rate** Fire Fighters, police officers, paramedics, emergency medical technicians, doctors and nurses are entitled to a 25% discount for residential owner-occupied property.
- **17.** *Military Personnel Rate (active military and Veteran)* they are entitled to a 30% discount, for residential owner-occupied property.
- **18. Senior Citizen Rate** 55 years and over are entitled to a 25% discount for residential owner-occupied property, provided valid identification is presented.
- **19. Teacher rate** teachers are entitled to a 30% discount for residential owner-occupied property.
- 20. Competitor Rate Blue Castle Title Agency Inc. will match written escrow quotes from other title companies. If the rates are filed with the Department of Finance Institutions. The rate only applies to escrow fees, competitors' rates are to be retained in file and not combined with any other discounted or special rates.
- 21. Out of County Title Search Arizona Retrieval Fee \$150.00 flat fee.
- **22. FIRPTA processing fee** paperwork and document processing is \$250.00 additional fee to send documents and check to IRS. Customers must consult with their CPA for the preparation of said documentation.
- **23. Payment of unsecured debts** the first 3 checks will be covered after that an additional \$25.00 per check will be added to the escrow fee.
- **24. Judgment lien removal/processing** this service includes contacting judgment creditors and processing documentation. There is an additional \$275.00 per lien requiring release or subordination. This charge is separate from any base and/or bundled escrow fees.
- **25. Fraud prevention** to lower the potential of fraud in any transaction, an additional charge of \$100.00 per each side (purchase \$200.00).

# **ESCROW FEES**

## REFINANCE FEE

\$500.00 Flat Base Fee for all counties

## SALES RATES

## All counties

Amount to and including	Total for each side Buyer/Seller
\$0.00 to \$50,000.00	\$400.00
\$50,001.00 to \$99,999.00	\$450.00
\$100,000.00 to \$149,999.00	\$500.00
\$150,000.00 to \$199,999.00	\$550.00
\$200,000.00 to \$249,999.00	\$600.00
\$250,000.00 to \$299,999.00	\$650.00
\$300,000.00 to \$349,999.00	\$700.00
\$350,000.00 to \$399,999.00	\$750.00
\$400,000.00 to \$449,999.00	\$800.00
\$450,000.00 to \$500,000.00**	\$850.00**

<sup>\*\*</sup> an additional \$50.00 is added for every \$50,000 dollars according to the sales price. Please contact our Escrow officers for a quote covering all additional fees.