



**ESCROW FEES AND CHARGES FOR
THE STATE OF ARIZONA:**

Table of Contents

SECTION 1 – GENERAL PROVISIONS	4
A. DEFINITIONS	4
1.1 CHARGES FOR SERVICES NOT SCHEDULED HEREIN	4
1.2 DEMAND LETTER FEE.....	4
1.3 DOCUMENT PREPARATION FEE	4
1.4 ELECTRONIC DOCUMENT FEE.....	4
1.5 ESCROW	4
1.6 ESCROW AGENT.....	4
1.7 ESCROW HOLDBACK FEE	4
1.8 FEDERALLY INSURED LOANS	4
1.9 LEASEHOLD FOR REO AND NON-REO.....	5
1.10 LOAN TIE-IN CHARGE.....	5
1.11 OVERNIGHT DELIVERY – CASH AND LOAN FILES	5
1.12 SUB-ESCROW	5
1.13 TRUSTEE FEE	5
1.14 MANUFACTURED HOUSING FEE.....	5
B. COMPUTATION	5
C. EFFECTIVE DATE	5
D. FAIR VALUE	5
E. BULK SALES OR EXCHANGES.	6
F. UNDIVIDED INTEREST, TRANSFER OF INTEREST	6
<u>SECTION 2 – SCHEDULE OF ESCROW RATES</u>	6
2.1 STANDARD RESIDENTIAL PURCHASE AND SALE TRANSACTIONS.....	6

2.2 REO RESIDENTIAL PURCHASE AND SALE TRANSACTIONS	6
2.3 BULK OR INVESTOR PURCHASE AND SALE TRANSACTIONS	6
2.4 BULK OR INVESTOR MORTGAGE TRANSACTIONS	7
2.5 BULK OR INVESTOR DUE DILIGENCE REPORTS	7
2.6 RESIDENTIAL LOAN TRANSACTIONS - STANDARD	7
2.8 HOME EQUITY RESIDENTIAL LOAN TRANSACTION	8
2.9 COMMERCIAL SALES TRANSACTION	9
2.10 COMMERCIAL LOAN TRANSACTION	9

SECTION 3 – OTHER MISCELLANEOUS FEES AND CHARGES 10

3.1 ESCROW HOLDBACK TO PROTECT AGENCY	10
3.2 MISCELLANEOUS FEES	10
3.2.1 OVERNIGHT DELIVERY – CASH TRANSACTION	10
3.2.2 OVERNIGHT DELIVERY – LOAN TRANSACTION	10
3.2.3 DOCUMENT PREPARATION	11
3.2.4 ELECTRONIC DOCUMENT DELIVERY	11
3.2.5 HOA DOCUMENT RETRIEVAL	11
3.2.6 MOBILE NOTARY FEE	11
3.2.7 SUBESCROW FEE	11
3.2.8 TRUSTEE FEE	11
3.2.9 MANUFACTURED HOUSING FEE	11
3.2.10 DEMAND LETTER FEE	11

SECTION 1 – GENERAL PROVISIONS A. DEFINITIONS

- 1.1 CHARGES FOR SERVICES NOT SCHEDULED HEREIN** Escrow Services may be requested which are not described in this schedule and for which no charge is set forth. In such circumstances, the following hourly rate will be charged which, in the opinion of the Company, appears to be consistent with the general pattern of pricing provided herein.
- 1.2 DEMAND LETTER FEE** A fee for servicing and processing for each transaction in which a demand letter is initiated and sent by the Company.
- 1.3 DOCUMENT PREPARATION FEE** A fee for preparation of conveyance documents, security instruments, and other recordable documents.
- 1.4 ELECTRONIC DOCUMENT FEE** A fee for servicing and processing each loan package and/or other documents that are sent by email, facsimile transmission or any other form of electronic transmission.
- 1.5 ESCROW** “Escrow” means any transaction in which any escrow property is delivered with or without transfer of legal or equitable title, or other, 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, exchange, encumbrance or lease of real property to be delivered or re-delivered by that person upon contingent happening of a specific event or performance or non-performance of a prescribed act, when it is then to be delivered by such person to the grantee, grantor, promisee, promisor, obligee, obligor, bailee, bailor, or any designated agent or employee of any of them. Escrow includes subdivision trusts (A.R.S. 6-801, as amended by Senate Bill 1091 – 38th Legislature 2nd Session).
- 1.6. ESCROW AGENT** Any person engaged in the business of accepting escrow.
- 1.7 ESCROW HOLDBACK FEE** A fee if funds remain in escrow subsequent to the date of closing at the request of the Company or a party to the transaction.
- 1.8 FEDERALLY INSURED LOANS** The charge for escrow services may be reduced or waived if a reduction is required to be in compliance with any applicable Federal Rules and Regulations pertaining to federally insured loans.
- 1.9 LEASEHOLD FOR REO AND NON-REO** The leasehold escrow rate based on the “fair value” of the real property leased or the total amount of the lease payments, whichever is less.
- 1.10 LOAN TIE-IN CHARGE** When a loan is handled simultaneous with the sale of real property covering identical real property a loan tie-in charge is applicable.
- 1.11 OVERNIGHT DELIVERY – CASH AND LOAN FILES** A fee per file for cash and loan transactions for servicing and processing packages sent by messenger or overnight service provider, either special delivery or overnight. This fee includes the applicable rate charged for each messenger service.

1.12 SUB-ESCROW When the Company is acting in a limited role providing minimal escrow services in accommodation to another company that is acting as the primary escrow agent.

1.13 TRUSTEE FEE A trustee fee for servicing and processing for each transaction in which a Trustee is involved in the foreclosure of a deed of trust.

1.14 MANUFACTURED HOUSING FEE When a transaction involves a property that includes a manufactured housing unit, there will be an additional charge for obtaining or transferring any certificates of title, obtaining any lien releases or payoffs, or for filing any affixation documents

B. COMPUTATION The rates shall always be applied to the fair value as defined in Section “D” below.

C. EFFECTIVE DATE All rates set forth herein become effective when approved by the Arizona Department of Financial Institutions or by operation of law.

D. FAIR VALUE (1) When a sale is involved, the “fair value” means the full amount of consideration paid to the Seller, including any encumbrances being assumed by the Buyer, OR the “fair value” shall be determined from all available information (i.e., amount of encumbrances, assessed value, comparable sale data, etc.). The optional selection for determining “fair value” is at the sole discretion of the Escrow Agent. (2) When a sale is not involved, the “fair value” shall be the principal amount of the new loan.

E. PAYMENT OF ESCROW CHARGES Unless otherwise instructed in writing by the parties, the escrow charges in a sale transaction shall be paid one-half by Buyer and one-half by Seller; the escrow charges in a loan transaction shall be paid by the Borrower. Unless otherwise instructed in writing by the parties, any charges incurred for miscellaneous or additional services provided or requested by the parties shall be charged to the person who requested such services or who will benefit by such services.

F. BULK SALES OR EXCHANGES For escrows handled in connection with commercial developers, volume users and investors, builders, sub-dividers, developers, investors, real estate investment trusts (REITs), or other entities or persons customarily involved in real estate investments shall be deemed Bulk users.

G. UNDIVIDED INTEREST, TRANSFER OF INTEREST The escrow rates set forth below shall apply on a sale or transfer on an undivided interest based upon the interest covered, the purchase price or the fair market value thereof, whichever is higher.

SECTION 2 – SCHEDULE OF ESCROW RATES

The following rates apply to escrows handled in all counties.

2.1 STANDARD RESIDENTIAL PURCHASE AND SALE TRANSACTIONS

For sale transactions involving one residential tract of land (or several contiguous residential tracts of land) with no more than three buyers or sellers. Escrow fee includes the following charges: Electronic Document Delivery.

- \$1,850.00 total escrow fee for cash transactions. Split between Seller side (\$925.00) and Buyer side (\$925.00) unless otherwise negotiated between parties in the contract.

2.2 REO RESIDENTIAL PURCHASE AND SALE TRANSACTIONS

For sale transactions involving one residential tract of land (or several contiguous residential tracts of land) where title is vested in the seller through a foreclosure or deed in lieu of foreclosure or other default procedure, including short-sale transactions, regardless of the number of buyer or sellers. Escrow fee includes the following additional charges: HOA Retrieval Fee.

Purchase Price

\$1.00 - \$ 250,000 = \$525.00

\$250,000 – \$500,000 = \$625.00

\$500,000 - \$1,000,000 = \$725.00

\$1,000,000 + = \$825.00

For additional tracts of land - \$100 per tract of land.

2.3 BULK OR INVESTOR PURCHASE AND SALE TRANSACTIONS

For sale transactions involving multiple residential (non-contiguous) properties between either individuals or entities involving one or more buyers or sellers handled as one single transaction, transactions of at least 20 properties. Escrow Fee includes the following charges: Loan Tie Fee and overnight processing fees (actual overnight costs to be passed through to parties).

Escrow Fee will be charged at the rate of \$50 per property transferred, conveyed or insured – Minimum Fee of \$2,000.00.

Additional Charges: Document Preparation and Management Fees - \$100 per document for preparation of conveyance documents, collation of multipart recordable documents, electronic printing, and scanning/electronic delivery of closing documentation.

2.4 BULK OR INVESTOR MORTGAGE TRANSACTIONS

For loan transactions (without an accompanying sale) involving multiple residential (non-contiguous) properties handled as a single transaction of at least 20 properties, involving one borrowing entity and one or more lenders. Escrow Fee includes the following charges: overnight processing fees (actual overnight costs to be passed through to borrower).

Escrow Fee will be charged at the rate of \$50 per property mortgaged, encumbered or insured – Minimum Fee of \$2000.00.

Additional Charges: Document Preparation and Management Fees - \$ per document for collation of multipart recordable documents, electronic printing, and scanning/electronic delivery of closing documentation.

2.5 BULK OR INVESTOR PROPERTY REPORTS

Property Reports - \$350 for each Ownership and Encumbrance Search (O&E search) performed for an Investor.

2.6 RESIDENTIAL LOAN TRANSACTIONS - STANDARD

For loan transactions involving one residential tract of land (or several contiguous residential tracts of land) with no more than three borrowers. Escrow fee includes the following charges: Electronic Document Delivery.

- \$450 Escrow Fee
- For additional tracts of land - \$100 per tract of land.

2.8 HOME EQUITY RESIDENTIAL LOAN TRANSACTION

For home equity loan transactions involving residential property. Escrow fee includes the following charges: Electronic Document Delivery.

- \$350 Escrow Fee

2.9 COMMERCIAL SALES TRANSACTION

For transactions where the property conveyed and insured is not a 1-4 family residential property with a single tract of land (or several contiguous residential tracts of land) with no more than three parties as buyer or seller.

- • Transactions up to \$1,000,000 - \$1500 Total Escrow Fee
- • Transactions over \$1,000,000 - \$2500 Total Escrow Fee
- • For additional tracts of land - \$500 per tract

2.10 COMMERCIAL LOAN TRANSACTION

For loan transactions where the property insured is not a 1-4 family residential property with a single tract of land (or several contiguous residential tracts of land) not exceeding three parties as buyer or seller.

- • For Transactions up to \$500,000 - \$1,000 Total Escrow Fee
- • For Transactions over \$500,000 - \$1,750 Total Escrow Fee
- • For additional tracts of land - \$500 per tract

SECTION 3 – OTHER MISCELLANEOUS FEES AND CHARGES

3.1 ESCROW HOLDBACK

For transactions where the Company withholds funds until verification of payment in full of taxes, liens, judgments or other matters by Sellers.

- \$50.00 per holdback

3.2 MISCELLANEOUS FEES

3.2.1 OVERNIGHT DELIVERY – CASH TRANSACTION

Preparation of overnight packages and shipping charges for all FedEx or UPS packages in a cash sale transaction. -

- \$25 per transaction

3.2.2 OVERNIGHT DELIVERY – LOAN TRANSACTION

Preparation of overnight package, waybills and shipping charges for all FedEx or UPS packages in a loan transaction (sale with lender or loan transaction).

- \$50 per FedEx

3.2.3 DOCUMENT PREPARATION

Preparation of real estate documents to be filed of record

- \$50 per transaction

3.2.4 ELECTRONIC DOCUMENT DELIVERY

Printing and collating loan documents delivered electronically for a loan transaction (sale with lender or loan transaction)

- \$50 per transaction

3.2.5 HOA DOCUMENT RETRIEVAL

Processing fee for locating, ordering and collating Homeowner Association documentation or Condominium Owner documentation

- \$50 per property

3.2.6 MOBILE NOTARY FEE

- As invoiced

3.2.7 SUBESCROW FEE

- \$125

3.2.8 TRUSTEE FEE

- \$500

3.2.9 MANUFACTURED HOUSING FEE

- \$450

3.2.10 DEMAND LETTER FEE

- \$150