

# **States Title Agency, Inc.**

## **State of Arizona**

### **Escrow Fees and Charges of States Title Agency, Inc. AZDFI License # EA-0945311**

**Effective: September 15, 2021**

This Schedule of Fees and Charges shall supersede all Scheduled and Charges which have heretofore been displayed in our offices.

**DISCLOSURE:**

The rules and procedures contained herein are in no manner, either express or implied, to be construed as establishing or changing the rules and procedures pertaining to the escrow practices followed by the Company. The rates shown are for the processing of the various types of escrows as required by Arizona Revised Statute, Article 4, Sections 20-375 and 20-377, and do not include any additional service(s) unless otherwise noted or provided for in this schedule of fees and charges. Fees are based on the experience and judgment of States Title Agency, Inc.

## **Section 1 – General Provisions**

### **1.01. Definitions**

“Escrow” means any transaction wherein any property, money, written instrument or evidence of title or possession to real or personal property or other thing of value 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 non-performance of a prescribed act, when it is then to be delivered by such a person to a grantee, grantor, promisee, promisor, obligee, obligor, bailee, bailor, or a designated agent or employee or any of them. (A.R.S 6-801)

“Escrow Agent” means any person engaged in the business of accepting escrow. (A.R.S. 6-801).

“Escrow Business” means a commercial activity characterized by the regular and continuous carrying ongoing escrow transactions. (A.R.S.6-801).

“Company” means States Title Agency, Inc., and any other subsidiary, successor, or affiliate of its parent company, Doma Holdings, Inc., that may be engaged in business in the state of Arizona as a licensed title agency.

“Manual” means this Schedule of Fees for Escrow Fees and Charges of States Title Agency, Inc. for state of Arizona.

“NATIC” shall mean North American Title Insurance Company, its successors and assigns.

“Residential Property” is defined as improved real property intended solely for residential use, and which consists of: (1) a completed one-to-four family residential structure and related completed improvements; (2) one completed residential condominium unit; (3) one completed residential cooperative leasehold; (4) one mobile or manufactured home then existing and permanently affixed to real estate.

### **1.02. Minimum Fees, Charges, and Special Risks**

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

Any such negotiated fee will be documented, agreed upon by all parties in writing which memorialization shall be retained as part of the title file.

1.03 Applicability of Manual

Escrow rates set forth in an earlier applicable manual for orders accepted by the Company prior to the effective date of this Manual, shall remain in effect for such pending orders.

**Section 2 - Schedule of Escrow Fees –Refinance Loans**

2.01. Retail Direct Refinance Package Rate- This rate is available for Residential Property refinance loan transactions which do not qualify for the Streamlined Refinance Settlement Services Rate as set forth in Section 2.02. below. The fee for this service is \$485. This fee is applicable for all available loan policy forms.

This rate includes all escrow settlement, electronic document transfers, express delivery, courier, notary charges, all wire transfers and reconveyance tracking and servicing.

This rate excludes all third-party service fees, search and data charges, attorneys’ fees for document preparation, and all applicable city, county and state mortgage transfer taxes, fees and recording charges. All excluded charges are as invoiced or assessed by third party vendors or providers.

2.02. Streamlined Refinance Settlement Services Base Fee

The Streamlined Refinance Settlement Services Base Fee applies only to transactions involving the refinance of a loan on Residential Property not to exceed a liability of \$2,000,000 and requires that all the following requirements are met:

1. The order was opened electronically with Company through its centralized electronic order processing and tracking system.
2. All of the escrow and closing functions associated with the transaction which culminates in the issuance of the NATIC policy are performed by Company.
3. The policy to be issued shall be the ALTA Residential Short Form Loan Policy.

Streamlined Refinance Settlement Services Base Fee.....\$375

If the order is placed by a mortgage broker, third-party originator, or by a Proposed Insured which is **NOT** directly integrated with both communications and document transfer, **ADD** .....\$125

This rate includes all overnight delivery fees, all notary/signing fees to an aggregate total of \$125, all subordination processing fees, all wire fees, all cashier’s check fees, all courier, and delivery fees, and E-Doc fees.

This rate excludes all third-party service fees, notary/signing fees in excess of \$125, attorneys’ fees for document preparation, and all applicable city, county and state mortgage transfer taxes, fees and recording charges. All excluded charges are as invoiced or assessed by third party vendors or providers, or state or county governmental entities.

### 2.03. Additional Loan Fee

The escrow fee to be charged to the borrower for any financing a loan in addition to the first lien, by the same lender as the first position deed of trust, shall be the applicable fee shown above in Sections 2.01 or 2.02, less \$100.

## **Section 3 - SPECIAL SERVICES**

### 3.01 Additional Work

A fee shall be charged for additional work and services not otherwise included in this Manual at the rate of \$125 per hour (one-hour minimum) plus \$75 for each additional one-half hour (minimum half-hour increments). The Company, upon request, will provide an estimate of the anticipated fee based on an evaluation of the work involved.

A customer ordering a title update only shall be charged the applicable Additional Work Charge. If within 6 months of that update, the customer requests an ALTA Limited Residential Mortgage Modification Policy, the Additional Work Charge incurred and collected shall be credited against the applicable premium then due. Thereafter, no credit shall be available.

### 3.02 Recording Fee-Refinance Transactions

All refinance 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 4 – Competitor’s Rates and Charges**

### 4.01 Competitor’s Rates and Charges

Company reserves the right to match any published escrow rate quote from a competitor’s title or escrow company. The competitor’s escrow rate must be filed and approved by the Arizona Department of Financial Institutions and currently in effect for orders in Arizona.