



**ESCROW PROCESSING SERVICE FEES**

<b>TRANSACTION</b>	<b>FEE</b>	<b>DUE AT TIME OF REQUEST</b>
<b>STATEMENTS</b>		
1st time transfer (from Developer)	\$80.00	
Resale (Includes welcome package which consists of the Rules & Regulations, Architectural Guidelines, budget, financial, and blanket insurance declaration coverage)	\$260.00	\$75.00 (non-refundable, will be credited towards the processing fee)
Refinance Statement	\$50.00	
Statement of Account	\$10.00	
Addendum B, per form	\$100.00	
<b>Method of delivery: Pick-up, email, fax, Fed-EX/UPS (with escrow account #) or mail upon receipt of upfront fee</b>		
<b>ASSOCIATION DOCUMENTS</b>		
Litigation Status Letter	\$10.00	No charge if letter provided by litigation attorney
Governing Documents (Articles, Bylaws, CC&Rs)	\$50.00	
Partial Documents (Articles & Bylaws)	\$35.00	
Association General Session Minutes (latest 12 session minutes)	\$60.00	
Lien Release Recorded Other Than by Keystone Pacific	\$60.00	
Statement of Occupancy Letter	\$10.00	
<b>Method of delivery: Pick-up, email, fax, Fed-EX/UPS (with escrow account #) or mail upon receipt of upfront fee</b>		
<b>LENDER QUESTIONNAIRE</b>		
Condo Questionnaire for Resale - Class 1	\$95.00	\$95.00 upfront or in exchange
Condo Questionnaire for Refinance - Class 1	\$95.00	\$95.00 upfront
<b>Method of delivery: a copy will be emailed or faxed and the original will be mailed via regular postal mail or Fed-EX/UPS (with escrow account #)</b>		
<b>RUSH FEES</b>		
"Rush" Charge (next business day)	\$50.00	\$50.00 upfront
<b>CANCELLATION FEES</b>		
Demand cancellation		Up-front fee is retained