



# Independent Note & Contract Services, LLC

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[www.INCSNoteServices.com](http://www.INCSNoteServices.com)

## Fee Schedule

(Effective 2/9/15)

### Standard Account:

Establishment of New Account	\$125.00 one time
Monthly Administration Fee	\$ 10.00 per payment
Payoff/Closing Fee	\$100.00 one time

Online Account Access/History	Free
Seller Notice – Emailed	Free
Buyer Notice – Emailed	Free
Year End Reporting-1098/1099	Free

### Standard Account w/ Reserves (up to 2 Impounds):

Establishment of New Account	\$150.00 one time
Monthly Administration Fee	\$ 15.00 per payment
Payoff/Closing Fee	\$100.00 one time

Online Account Access/History	Free
Seller Notices – Emailed	Free
Buyer Notices – Emailed	Free
Year End Reporting-1098/1099	Free

### **Additional/Optional Fees:**

Additional Payee Disbursements	\$ 5.00 ea per payment
Disbursement by Paper Check	\$ 5.00 ea per payment
Seller Notice-Mailed	\$ 2.00 ea per payment
Buyer's Receipt-Mailed	\$ 2.00 ea per payment
Partial Payments (prearrangements required)	\$ 10.00 ea partial
Additional Impound Disbursements (after 2)	\$ 1.00 ea per payment
History Ledger Copies	\$ 5.00 ea
Replacement 1098/1099 Statements	\$ 5.00 ea
Document Copies	\$ 5.00 ea document
Replacement Coupon Books	\$ 5.00 ea
UCC Renewal/Termination	\$ 25.00 + recording fee
Payoff Quotes (after 3 in 12 months)	\$ 10.00 ea
Interest Rate Change (per contract or for default)	\$ 10.00 ea occurrence
Reserve Account Changes	\$ 10.00 ea occurrence
Wire Fee	\$ 30.00
NSF Service Fee (first occurrence)	\$ 25.00
NSF Fee (second occurrence)*	\$ 40.00
Stop Payment/Re-Issue Check	\$ 20.00 + bank fee
Assumptions/Transfers Fees	\$ 50.00
Verification of Mortgage/Income	\$ 25.00
Modifications/Extensions Processing	\$ 25.00
Foreclosure Fee	\$ 100.00
Research Fee/Audit	\$ 100.00 per hour (\$30 min)

\*Subject to limitation by applicable law  
 Fees are subject to change with 30 days written notice.  
 Revised 4/15/16