



1204 Cleveland Avenue  
Mount Vernon WA 98273  
Phone: 360-336-5213

Independent Note & Contract Servicing, LLC

**Fee Schedule**  
(Revised 4/15/16)

Establishment of New Account	\$125.00 one time
Establishment w/Reserves	\$150.00 one time
Administration Fee	\$ 10.00 per pmt
Administration Fee w/Reserves**	\$ 15.00 per pmt
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

**Optional/Additional Fees**

Additional Payee Disbursements	\$ 5.00 ea per pmt
Disbursement by Paper Check	\$ 5.00 ea per pmt
Seller Notice-Mailed	\$ 2.00 ea per pmt
Buyer's Receipt-Mailed	\$ 2.00 ea per pmt
Partial Payments***	\$ 10.00 ea partial
Additional Impound Disbursements	\$ 1.00 ea per pmt
History Ledger Copies	\$ 5.00 ea
Replacement 1098/1099 Statements	\$ 5.00 ea
Document Copies	\$ 5.00 ea
Replacement Coupon Books	\$ 5.00 ea
UCC Renewal/Termination	\$ 25.00 + record fee
Payoff Quotes (after 3 in 12 months)	\$ 10.00 ea
Interest Rate Change	\$ 10.00 ea
Incoming Wire Fee	\$ 30.00
Outgoing Wire Fee	\$ 30.00
NSF Service Fee (1st occurrence)	\$ 25.00
NSF Fee (2nd occurrence)	\$ 40.00
Stop Payment/Re-Issue Check	\$ 20.00 + bank fee
Assumptions/Transfers Fees	\$ 50.00
Verification of Mortgage/Income	\$ 25.00
Demand Letter (certified mailing)	\$ 50.00
Modifications/Extensions Processing	\$ 25.00
Foreclosure Fee	\$100.00
Research Fee/Audit	\$100.00 per hour \$30.00 min.

\*\*Price includes two impound items.

\*\*\*Partial Payments need prior authorization.

See our Terms of Service for further explanation.

Fees are subject to change with 30 day's notice.



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