

ABC Legal Docs, LLC FEE SCHEDULE (Rev 1.10) (discounts available for repeat customers)

TERMS: General Notary Services: Payment due on site by cash or check or paid online using credit card or PayPal, no PayPal account required
Other Services: Payment rcvd by invoice due date, send check by mail or pay online using credit/debit card or PayPal, no PayPal account required
Additional Terms and Conditions are detailed in our **Document Services Agreement** and **Terms and Conditions**, posted on our website.
If you request or use our services, you certify that you accept and agree to our Fees, Terms and Conditions and our Document Services Agreement.

**Mobile Notary Services, ID Verification, Field Inspection, NNA Certified Trusted Notary
Travel Fees and Courier Fees**

- 1. Standard travel fee, to home or business address, up to 15 miles or 20 minutes one way \$15
- 2. Medical facility travel fee, to hospital, nursing home, rehab, etc. up to 15 or 20 minutes miles one way \$20
- 3. Airport travel fee, to Colorado Springs Airport, parking fee included, 30 minutes on site \$75
- 4. Jail or court travel fee, in Colorado Springs, parking fee included, 1 hr on site \$100
- 5. Extra time/mileage fee, more than 15 miles or more than 20 minutes one way \$0.50 per mile or \$0.50 per minute
- 6. Extra fee for travel/storm advisory, heavy rain, snow or ice on roads, hazardous conditions \$25 or Cancel/Reschedule
- 7. Full travel fee is due if we arrive on site. Pro-rated travel fee is due if appointment cancelled while we are en route.

General Notary Fees

- 1. Notary fee, oath, affirmation, acknowledgement, paper documents (not loan docs) \$5 per notarization
- 2. Notary fee, oath, affirmation, acknowledgement, electronic documents (not loan docs) \$10 per notarization
- 3. Notary fee, administer oath or affirmation, for affidavit, deposition, oath of office, no documents \$5 per notarization
- 4. Notary fee, certified copy, (no vital records or publicly recordable docs), copy of journal entry \$5 per notarization

ID Verification/Certification/Proofing (Other than Notary Transaction), NNA Trusted Enrollment Agent

- 1. Form I-9, or other ID verification/certification fee \$10 per person
- 2. E-Verify (electronic Form I-9) employer setup/renewal fee \$30 setup, \$20 renewal

Field Inspection/Photo Inspection Services

- 1. Field inspection, no contact, take photos \$10 for 1-5 photos, \$2 per photo >5
- 2. Field inspection, no contact, verify address/information, complete report Negotiable
- 3. Field inspection, with contact, interview, verify information/occupancy, deliver docs, complete report Negotiable

Extra Fees: (outside of normal business hours, Mon-Sat 8 am-8 pm)

- 1. Holiday fee, on Federal Holidays, Christmas Eve, Christmas, New Year's Eve \$50
- 2. Sunday fee, Late Evening fee (8 pm-10 pm), Early Bird fee (6 am-8 am) \$20
- 3. Red Eye fee (10 pm-6 am) \$50

Mobile Notary Signing Agent Services, NNA Certified Notary Signing Agent, Background Screened,

- 1. Signing agent service, purchase, sale, refi, HELOC or settlement docs, base fee, up to 100 pages \$90
- 2. Signing agent service, two loans or other lengthy docs, base fee, up to 200 pages \$130
- 3. Signing agent service, RESPA, loan modification, base fee, up to 100 pages \$60
- Note: We do not collect upfront fees from customers for loan modifications.
- 4. Signing agent service, reverse mortgage, base fee, up to 200 pages \$130

Extra/Other Fees:

- 1. Document printing, (eDocs), 2 copies, up to 100 pages each \$20 up to 100 pgs, \$0.10 per pg > 100
- 2. Document scanning to PDF file or other file \$0.50 per pg
- 3. Copy/burn files to CD disc (700 MB) \$10 up to 10 files, \$0.50 per file > 10
- 4. Fax back or email back documents, up to 25 pages \$25 up to 25 pgs, \$0.50 per pg > 25
- 5. Recording/transcribing meetings, minutes, interviews, presentations, affidavits, depositions \$30 per hour
- 6. Rush/priority service or document changes, < 3 hours notice, document cutoff time 5 PM \$25
- 7. Appointment cancellation or reschedule, < 4 hours notice \$25 for signing appt, \$10 notary appt
- 8. Customer refuses to sign, halted signing or no show/no ID/disqualified at appointment \$50
- 9. Customer, lender, title, escrow, signing service cancels after signing appointment is completed Full amount due for services rendered
- 10. Waiting for signer, answer or documents, more than 15 minutes after scheduled appointment time \$1 per minute
- Note: We may decline to wait if we have to leave for another appointment or other reason
- 11. Return trip to customer, express delivery of docs, due to our error or omission no charge
- 12. Deductions from our fee, due to our error or omission, must be reported within 24 hours of doc delivery Only fees disclosed/agreed in advance
- 13. Return trip to customer, up to 15 miles, due to your error, omission, adds, changes, 10 pg max \$50 up to 10 pgs, \$1 per pg > 10
- 14. Late fee, if payment in full not received by Due Date \$20 per month
- 15. Returned check, late check, defective check (missing/incorrect date, payee, amount, signature, etc) \$40 + immediate payment of balance
- 16. Reporting bad checks, unethical business practices to law enforcement, regulators, BBB, DNB, others \$50 + immediate payment of balance

Notary Signing Agent Services Include: Receive and review documents, set appt with customer, confirm appt by email/website, travel to customer (up to 15 miles), conduct signing, ID verification, notarize documents, confirm job completion by email/website, drop off docs at FedEx/UPS/USPS (up to 5 miles), confirm doc drop off by email/website, send invoice by email/website. **M-F Pickup time at FedEx/UPS/USPS is 6 PM.**