

FEE SCHEDULE: ABC Legal Docs, LLC (ABCLegalDocs.com), 3355 N Academy Blvd, Ste 244, Colorado Springs, CO 80917 (719) 591-0433

TERMS: General Notary Services: Pay cash, check, online using credit card or PayPal, no PayPal account required or pay by invoice due date.
Other Services: Pay 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.
Contract: If you schedule our services, you agree to the Fees, Terms and Conditions and Document Services Agreement on our website.

Travel Fees and Courier Fees for Mobile Notary, ID Verification, Document Services, Field Inspection, Field Services

1. Standard travel fee, to home or business address, up to 15 miles or 20 minutes one way \$15
2. Medical/senior care travel fee, to hospital, nursing home, etc. up to 15 miles or 20 minutes 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 you do not cancel before we arrive. Pro-rated travel fee due if cancelled while en route.
8. If we arrive more than 15 minutes late, due to our fault, and you have not canceled, full travel fee is due, no charge for notary service.

General Notary Fees

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

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/Field Services/Research/Photo Services

1. Field inspection, no contact, take photos \$10 for 1-5 photos, \$2 per photo >5
2. Field inspection, field services, research, no contact, verify address/information, complete report Negotiable
3. Field services, 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, loan docs, eDocs, 2 copies, up to 100 pages each \$20 up to 100 pgs, misc \$0.10 per pg
2. Document scanning to PDF file or other file \$0.50 per page
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 \$1 per page
5. Recording/transcribing meetings, minutes, interviews, depositions, virtual assistant, secretarial services \$30 per hour
6. Rush/priority service or document changes < 4 hours notice, document cutoff time 5 PM \$25
7. Appointment cancellation, reschedule, change of mind or change of location < 4 hours notice \$25 for signing appt, \$5 notary appt
8. Signer refuses/unable/impaired/disqualified to sign, halted signing or no show/no ID/bad ID \$50 for signing apt, \$5 notary appt
9. Customer, lender, title, escrow, signing service cancels after signing appointment is completed Full amount due for services rendered
10. Waiting for signer, witness, other party, phone call, email, documents more than 15 minutes grace \$1 per minute
- Note: We may decline to wait if we have another appointment or other reason
11. Return trip to customer, express delivery of docs, due to our error or omission no charge
12. Any deductions 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, collection costs, affidavit fees, court costs, if payment in full not received by Due Date \$20 per month + court/collection costs
15. Returned check, late check, defective check (missing/incorrect date, payee, amount, signature) \$40 + immediate payment of balance
16. Reporting bad check, unethical business practices to law enforcement, regulators, BBB 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 cutoff time for FedEx/UPS/USPS is 5 PM.** (v1.20)