

GENERAL CLOSING INSTRUCTIONS AND PROCEDURES

ANY CHANGES, ALTERATIONS, OR MODIFICATIONS TO THESE INSTRUCTIONS CAN ONLY BE AUTHORIZED BY THE CLOSING DEPARTMENT. FAILURE TO VERIFY ACCEPTABILITY OF ANY CHANGE(S), ETC., MAY CONSTITUTE YOUR REMOVAL FROM OUR LIST OF PREFERRED CLOSING AGENTS.

FEES PAYABLE IN CONNECTION WITH FHA AND VA LOANS

ALL FEES, Including POC, must be disclosed on the HUD-1 Settlement Statement. As closing agent, you must be aware that there are non-allowable borrower closing fees In connection with FHA and VA loans, some of which may NOT be listed below. Any refund due borrowers resulting from their payment of non-allowable fees will be the responsibility of the closing agent

FHA NON-ALLOWABLE BORROWER FEES

Document preparation fee to lender
Escrow fee
Underwriting/Review fee
Warranty Deed preparation or recording
Assignment preparation or recording
Release fee recording
Application fee
Transfer tax/stamp (Missouri & Ohio only)
Photos
Tax service fee
Photocopies, wiring, phone tolls, postage, facsimile
Flood Certification (except Missouri)
Express mail fee

FHA ALLOWABLE BORROWER FEES

Origination fee (1% maximum)
1 repair Inspection-existing construction
1 lender inspection
Final Inspection-new construction
Engineer's certification
Hazard Insurance premium
Health department certification
Bond loan application fee
Bond loan photos
Pest Inspection-existing construction
Soil treatment-new construction,
(Except Missouri)
Closing/Settlement fee (except Ohio)
Document preparation (except Missouri)
Amortization schedule (except Ohio)
Attorney fee (In Mississippi Includes
Title exam & document preparation)
Title examination
Title Insurance
Credit report
Survey
City code letter
Recording fee
Notary
Appraisal
VOD/VOM fee (except Ohio & Missouri)
Home Inspection fee, up to \$200
Discount, as stated on DE Approval for
a HUD Insured Mtg. (pg.3, 92900-A)
Prorated taxes & initial escrow deposits
Alta endorsements (except Missouri)
Commitment fee (Ohio only)

VA NON-ALLOWABLE BORROWER FEES

Amortization schedule
Pest Inspection
Soil treatment
Underwriting/Review fee
Engineers certification
Final Inspection-new construction
Flood certification
Photos
Bond loan application fee
Tax service fee
Photocopies, wiring, phone tolls, postage, facsimile
Escrow fees
Application fee
Document preparation fee
Loan closing fee
Settlement fee
Notary fees
Attorney services, other than title work
VOD/VOM fee

VA ALLOWABLE BORROWER FEES

Credit report
Recording fee & recording taxes
Appraisal
Owner's title Insurance
Title exam (not to exceed 1 %)
Funding fee
Survey
Origination fee (1% maximum)
Discounts
Title Insurance
Alta endorsements
Prorated taxes & Initial escrow deposits
Hazard Insurance premium