

Closing Services Price Guide for CAP Members



CAP
Clerical
Assistance
Program

CLOSING SERVICES

Lender Closings

Closing Services on Behalf of Lender/Borrower..... \$400

On behalf of the Lender/Borrower, Advocus provides the following settlement services:

- » Prepare Seller’s Closing Disclosure and ALTA Settlement Statement. Collect loan and Buyer funds and disburse settlement proceeds as the escrow agent.
- » Provide Buyer-side closing services.
- » Electronically record conveyance and other documents (additional recording fee).
- » Return loan package to lender.
- » Mark-up title commitment and obtain later date search for final policy issuance.

Lender closing services are guaranteed against fraud or negligence by issuance of a Closing Protection Letter, free of charge. All settlement services are completed in compliance with ALTA Best Practices.

Seller-Side Closings (Listing Agent)

Closings Services on Behalf of Seller..... \$275

On behalf of Seller, Advocus provides the following settlement services:

- » Prepare ALTA Settlement Statement.
- » Obtain municipal tax and special assessment letters.
- » Obtain seller authorizations, mortgage payoff statements, and homeowners/condominium association letters, with the assistance of the Advocus agent, if applicable.
- » Prepare Deed and Real Estate Transfer Return form.
- » Attend closing on behalf of Seller.

Cash Sale Closings

Closing Services on Behalf of Buyer and Seller \$275

On behalf of Buyer and Seller, Advocus provides the following settlement services:

- » Prepare ALTA Settlement Statement.
- » Obtain municipal tax and special assessment letters.

- » Obtain Seller/Buyer authorizations, mortgage payoff statements, and homeowners/condominium association letters, with the assistance of the A member agent, if applicable.
- » Prepare Deed and Real Estate Transfer Return form.
- » Attend closing on behalf of Buyer and Seller.
- » Collect and disburse settlement proceeds as the escrow agent.

Residential Refinance Closings

Closing Services on Behalf of Lender/Borrower

for Residential Properties..... \$275

Loan Policy Title Insurance Premium (up to \$350,000) \$450

Over \$350,000..... Add \$1 per \$1,000

On behalf of the Lender/Borrower, Advocus provides the following settlement services:

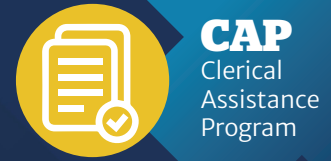
- » Prepare ALTA Settlement Statement.
- » Attend closing.
- » Collect loan funds and disburse settlement proceeds as escrow agent.
- » Electronically record conveyance and other documents (additional recording fee).
- » Return loan package to lender.
- » Mark up title commitment and obtain later date search for final policy issuance.

Lender closing services are guaranteed against fraud or negligence by issuance of a Closing Protection Letter. All settlement services are completed in compliance with ALTA Best Practices standards.



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CLOSING SERVICES (continued)

Witness Only Closings

Notary closing services..... \$200

On behalf of Seller and/or Buyer, Advocus provides the following settlement services:

- » Attend closing and provide notary services.
- » Return documents to lender or other appropriate party.

Search Services

Deed Forward Search (Refinances)..... \$75
 40-year Search..... \$150
 60-year Search..... \$190
 Letter Report..... \$125

Title search services are provided for Milwaukee, Waukesha, and Walworth Counties.

- » The title search service includes two later date searches free of charge.
- » Pertinent pages of search documents (i.e., cover and signature pages) shall be included free of charge. A complete copy of the document and/or additional documents can be obtained at an additional charge of 50 cents per page.

MISCELLANEOUS SERVICES

Document Preparation Fees when No Closing Services are Provided

ALTA/CD Preparation..... \$225

Based on the agent’s instructions, Advocus Closing Services staff will prepare and submit the above forms for approval. Multiple form revisions may result in additional fees. Includes deed and transfer preparation.

Deed and Transfer Fee Receipt Preparation \$150

HT-110 Preparation \$125

Other Services (when applicable)

Special Assessment Letters..... \$65

Department of Neighborhood Services \$70
(Milwaukee and Kenosha Counties Only)

Condominium Search..... \$100-\$250

Wire Out (No Wire In Fee)..... \$35

Overnight Fee..... \$35

Post-Closing Escrow Withholding \$300

Expedited Closing Services..... \$60

Closing Services Ordered within 4 Business Days of Closing

Pre-Sign Closing Services, In-Office No Charge

Pre-Sign Closing Services, Out-of-Office \$60

E-Recording Services Fee (per document)..... \$4

Recording Fee (per document) \$30

Remote Online Notarization Fee \$125

Cancellation Fee (if search and commitment preparation services were rendered) \$150

Advocus Wisconsin Operations

CAP Program Basics:

- » Place a title order
- » Calculate residential closing costs
- » View wire instructions
- » Access our forms
- » Learn about our staff
- » Get directions to our location

Questions? Contact us at 800.788.8989 or 262.347.0102 or email wisconsin@advocustitle.com.