

# West Virginia

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## Post-Close Servicing Fees

FEE TYPE	FEE AMOUNT	WHEN CHARGED
<b>Appraisals</b>	Typically, \$350-\$1,800, depending on property and location, as permitted by law, and based on the terms of your loan documents.	The cost if we required a West Virginia licensed Real Estate Appraiser to determine the current condition and value of the mortgaged property.
<b>Assumption</b>	Up to \$1,800 plus closing costs – as permitted by law, the terms of your loan documents, and investor guidelines.	This fee may be charged for the processing and underwriting of the application and the preparation of necessary documents if we agree to allow your loan obligation to be assumed by a third party.
<b>Attorney Fees and Costs</b>	No Charge	If a foreclosure on your loan is required, the fees and costs associated with services rendered by our legal counsel that handles the foreclosure case will be paid by you. The complexity of the individual case could result in fees and/or costs that exceed the typical range.
<b>Automated Valuation Model (AVM)</b>	No Charge	The cost if we required an Automated Valuation to determine the current estimated value of the mortgaged property.
<b>Brokers Price Opinion (BPO)</b>	No Charge	Charged if a Broker's Price Opinion ("BPO") report is required to determine the value and condition of the property. Only the actual cost of the BPO is charged.
<b>Certified/Overnight Mail Fees</b>	Typically, \$40-\$100 as permitted by law, and as permitted by the terms of your loan documents.	This fee may be charged to mail a document certified or overnight.
<b>Escrow Waiver Fee</b>	No Charge	This fee may be charged when a borrower requests escrow to be removed from the loan.
<b>Home Equity Line of Credit (HELOC) Annual Fee</b>	Based upon the terms of the HELOC agreement and as permitted by law.	This fee may be charged annually for an open HELOC based on the terms of the agreement.

<b>Late Fee</b>	An amount normally a percentage of the monthly installment, depending on the type of loan and the provisions in your loan documents, and in accordance with West Virginia statutory requirements.	This fee will be assessed if your monthly payment is not received before the grace period ends and in accordance with the terms of your loan documents.
<b>Lien Release</b>	No Charge	The cost to record a lien release in the public land records.
<b>Non-Sufficient Funds (NSF)/Return Check Fee</b>	Up to \$25	This fee will be assessed for handling a check if your bank returns it unpaid or for any reason, such as insufficient funds, uncollected funds, stopped payment, not properly endorsed, etc.
<b>Partial Release, Addition of Land</b>	No Charge	The fee charged for processing and evaluating for approval a request to add land to your existing mortgaged property.
<b>Partial Release, Boundary Line Adjustment</b>	No Charge	The fee charged for processing and evaluating for approving a request to change the property lines between adjoining parcels.
<b>Partial Release, Easement</b>	No Charge	The fee charged for processing and evaluating for approving a request to allow usage of your property for a specific, limited purpose.
<b>Partial +Release, Lease of Oil, Gas, and Mineral Rights</b>	No Charge	The fee charged for processing and evaluating for approving a request to allow access and usage of your property for exploring and extracting oil, gas, or minerals
<b>Partial Release, Multi-Party Property Release</b>	No Charge	The fee charged for processing and evaluating for approving a request to release one or more liens on a loan that is secured by multiple properties
<b>Partial Release</b>	No Charge	The fee charged for processing and evaluating for approving a request to release a lien on a specific portion of a property.
<b>Payment Fee</b>	No Charge	This fee is for making a payment with an agent over the phone.
<b>Payoff Statement Preparation Fee</b>	No Charge	This fee is the charge to prepare the payoff statement.

<b>Property Inspection Fee</b>	No Charge	This fee will be charged if we are required or determine it is necessary to inspect the property to determine the condition and occupancy of the mortgaged property.
<b>Property Preservation Fee</b>	No Charge	The cost incurred to maintain the property if the mortgaged property is vacant, and/or the cost for vacant property registration.
<b>Recast</b>	No Charge	The fee charged if you request us to re-amortize your loan or if you make a large principal payment (curtailment).
<b>Reconveyance Fee</b>	No Charge	This fee may be assessed to record a reconveyance.
<b>Recording Costs</b>	Varies - The cost charged by the county or agency, as permitted by law.	This cost is associated with recording documents with the property county or state as part of the servicing of your mortgage loan.
<b>Subordination Fee</b>	No Charge	This fee will be assessed if the lien position of your loan is adjusted to be junior to other liens on the property, and we process a subordination agreement with you.
<b>Title Search</b>	Varies - typically, \$75-\$2,000 as permitted by law, the terms of your loan documents, based on loan type, and property location.	This fee will be assessed to conduct a title search if the mortgaged property is referred to foreclosure.
<b>Verification of Mortgage (VOM)</b>	No Charge	The cost to prepare a VOM, providing the existing balance and payment history on your loan.
<b>Wire Fee</b>	No Charge	The fee assessed for processing a wire transfer to your bank account.

FEES ARE SUBJECT TO CHANGE. On Tap Credit Union makes every attempt to disclose typically charged fees and costs, however, this list may not include every fee charged for services rendered, or costs incurred. Additional fees may be charged for services not listed above. If you have any questions about this fee schedule, please contact us online or call 866.312.0272.