

Fee Description	Charge
All fees are NON-REFUNDABLE!!! Cash or Check Only	
Lease Transfer Fee.	\$300.00. Payment required in advance.
Lease Rework Fee (to revise original request after we've done the paperwork).	\$150.00. Payment required in advance.
Lease Reissue Fee (A name is changing or someone is being deleted—whole new lease needs to be issued).	\$100.00. Payment required in advance.
Assent to Mortgage.	\$25.00
Miscellaneous Research. (Researching the files for any questions regarding title or chains of title, pulling any bill older than the previous year, any other request that involves the paper files or documentation).	\$50.00 per hour, payment of first hour must be paid in advance.
Photocopies (that are not part of a transfer, rework, etc.). Includes Committees.	\$0.20 per one-sided document (page) for copies not larger than 8.5 inches by 14 inches. For two sided documents (pages) not larger than 8.5 inches by 14 inches, the charge to duplicate both sides shall be \$0.40.
Facsimiles.	Not available.
Notary (that is not part of a transfer, rework, etc.).	\$6.00 for the first signature and \$3.00 for each additional signature.
Meeting space (not Committee related).	Not available.