

**Page One of Settlement Statement**

<b>A. U.S. Department of Housing and Urban Development</b>	<b>B. Type of Loan</b>	
	1. <input type="checkbox"/> FHA	2. <input type="checkbox"/> FMHA
		3. <input type="checkbox"/> Conv. Unins.
	4. <input type="checkbox"/> VA	5. <input type="checkbox"/> Conv. Ins.
	6. File Number	7. Loan Number
<b>Settlement Statement</b>	8. Mortgage Ins. Case No.	

**C. Note:** This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked ("POC") were paid outside the closing: they are shown here for information purposes and are not included in the totals.

**D. Name of Borrower:**

**E. Name of Seller:**

**F. Name of Lender:**

**G. Property Location:**

**H. Settlement Agent:** Residential Title & Escrow Company (410) 653-3400 **TIN:**

**Place of Settlement:**

**I. Settlement Date:** **Proration Date:**

J. Summary of Borrower's Transaction	K. Summary of Seller's Transaction
--------------------------------------	------------------------------------

<b>100. Gross amount due from borrower:</b>	<b>400. Gross amount due to seller:</b>
101. Contract sales price	401. Contract sales price
102. Personal property	402. Personal property
103. Settlement charges to borrower (line 1400)	403.
104.	404.
105.	405.
Adjustments for items paid by seller in advance:	Adjustments for items paid by seller in advance:
106. City/town taxes	406. City/town taxes
107. County taxes	407. County taxes
108. Assessments	408. Assessments
109.	409.
110.	410.
111. Termite /Soil Treatment	411. Termite /Soil Treatment
112. Survey	412. Survey
<b>120. Gross amount due from borrower:</b>	<b>420. Gross amount due to seller:</b>
200. Amounts paid by or in behalf of the borrower:	500. Reduction in amount due to seller:
201. Deposit or earnest money	501. Excess deposit (see instructions)
202. Principal amount of new loan(s)	502. Settlement charges to seller (line 1400)
203. Existing loan(s) taken subject to	503. Existing loan(s) taken subject to
204.	504. Payoff of first mortgage loan
205.	505. Payoff of second mortgage loan
206.	506.
207.	507.
208. Closing Cost Credit:	508. Closing Cost Credit:
209. Prepays paid by:	509. Prepays paid by:
Adjustments for items unpaid by seller:	Adjustments for items unpaid by seller:
210. City/town taxes	510. City/town taxes
211. County taxes	511. County taxes
212. Assessments	512. Assessments
213. Water	513. Water
214. Ground Rent	514. Ground Rent
215.	515.
216.	516.
217.	517.
218.	518.
219.	519.
<b>220. Total paid by/for borrower:</b>	<b>520. Total reduction in amount due seller:</b>
300. Cash at settlement from/to borrower:	600. Cash at settlement to/from seller:
301. Gross amount due from borrower (line 120)	601. Gross amount due to seller (line 420)
302. Less amount paid by/for borrower (line 220)	602. Less total reduction in amount due seller(line 520)
303. <b>CASH (FROM )TO BORROWER</b>	603. <b>CASH (FROM )TO SELLER</b>

**Page Two of Settlement Statement**

<b>L. Settlement Charges</b>			
		Paid From Borrower's Funds at Settlement	Paid From Seller's Funds at Settlement
<b>700.</b>	Total sales/broker commission		
	Division of commission (line 700) as follows:		
<b>701.</b>	\$		
<b>702.</b>	\$		
<b>703.</b>	Commission paid at settlement		
<b>704.</b>			
<b>800.</b>	Items payable in connection with loan		
<b>801.</b>	Loan origination fee		
<b>802.</b>	Loan discount		
<b>803.</b>	Appraisal fee		
<b>804.</b>	Credit report		
<b>805.</b>	Lender's inspection fee		
<b>806.</b>	Mortgage insurance application fee		
<b>807.</b>	Assumption fee		
<b>808.</b>	Tax Service Fee		
<b>810.</b>	Flood Certification		
<b>811.</b>	Underwriting Fee		
<b>812.</b>	VA Funding Fee		
<b>900.</b>	Items required by lender to be paid in advance		
<b>901.</b>	Interest from		
<b>902.</b>	Mortgage insurance premium for		
<b>903.</b>	Hazard insurance premium for		
<b>904.</b>			
<b>905.</b>			
<b>1000.</b>	Reserves deposited with lender		
<b>1001.</b>	Hazard insurance		
<b>1002.</b>	Mortgage insurance		
<b>1003.</b>	City property taxes		
<b>1004.</b>	County property taxes		
<b>1005.</b>	Annual assessments (maint.)		
<b>1006.</b>	Ground Rent		
<b>1007.</b>			
<b>1008.</b>			
<b>1009.</b>			
<b>1100.</b>	Title charges		
<b>1101.</b>	Settlement or closing fee		
<b>1102.</b>	Abstract or title search		
<b>1103.</b>	Title examination		
<b>1104.</b>	Title insurance binder		
<b>1105.</b>	Document preparation		
<b>1106.</b>	Notary fees		
<b>1107.</b>	Attorney's fees to <i>includes above items no.:</i>		
<b>1108.</b>	Title insurance <i>includes above items no.:</i>		
<b>1109.</b>	Lender's coverage		
<b>1110.</b>	Owner's coverage		
<b>1111.</b>	Lien Certificate		
<b>1112.</b>	Judgment Reports		
<b>1113.</b>	Court Copies		
<b>1114.</b>	Copy Charge		
<b>1115.</b>	Court Copies		
<b>1116.</b>	Recording fees:		
<b>1200.</b>	Government recording and transfer charges		
<b>1201.</b>	Recording fees:		
<b>1202.</b>	City/county tax/stamps:		
<b>1203.</b>	State tax/stamps:		
<b>1204.</b>	Recordation Doc Stamp Tax		
<b>1205.</b>	Owner Occupied Tax Credit		
<b>1206.</b>			
<b>1300.</b>	Additional settlement charges		
<b>1301.</b>	Survey		
<b>1302.</b>	Pest inspection		
<b>1303.</b>	Payoff & Release Mortgage		
<b>1304.</b>			
<b>1305.</b>			
<b>1306.</b>			
<b>1400.</b>	Total settlement charges (entered on lines 103, section J and 502, section K)		

## **EXPLANATION OF PAGE ONE OF SETTLEMENT STATEMENT**

The Settlement Statement, or HUD-1, reflects all of the costs associated with a purchase or refinance. Below are explanations of certain key lines. For further clarification, feel free to call us.

### **SUMMARY OF BORROWER'S TRANSACTION**

#### **Gross Amount Due from Borrower (costs to buyer)**

**101. Contract Sales Price-** The full purchase price as stated in the contract.

**103. Settlement Charges to Borrower-** Buyer's total charges; carried from page 2, line 1400

**106-112. Adjustments for items Paid by seller in advance-** The buyer reimburses the seller for taxes, condo fees, special assessments, homeowner dues or other charges that the seller has paid through a certain date.

#### **Amounts Paid By or In Behalf of Borrower (Credits to buyer)**

**201. Deposit or Earnest Money** - All monies deposited by the buyer in good faith, to be applied against the purchase price of the property.

**202. Principal Amount of the New Loan(s)** - The amount of the buyer's new loan(s).

**203. Existing Loan(s) Taken subject to** - On assumptions or wrap loans, the outstanding principal balance of the seller's loan which is being assumed by the buyer.

**210-219. Adjustments for Items Unpaid by Seller** - Typically, the buyer is responsible for paying all bills received after closing. It is here that seller reimburses the buyer for those charges he incurred but did not pay, such as water usage and ground rent. The buyer is credited for the period from the last payment due date through the date of settlement.

### **SUMMARY OF SELLER'S TRANSACTION**

#### **Gross Amount Due to Seller (Credits to Seller)**

**401. Contract Sales Price-** The full purchase price as stated in the contract. (see line 101)

**406-412. Adjustments for Items Paid by Seller in Advance-** (See lines 106-112)

#### **Reductions in Amount Due to Seller (Cost to Seller)**

**501. Deposit or Earnest Money-** All monies deposited by the buyer in good faith, to be applied against the purchase price of the property. The deposit may be held by the seller, the realtor or the builder.

**502. Settlement Charges to Seller-** Seller's total charges; carried from page 2, line 1400.

**503. Existing Loan(s) Taken Subject to-** On assumptions or wrap loans, the outstanding principal balance of the seller's loan which is being assumed by the buyer.

**504-505. Payoff of First and Second Mortgages-** The costs include: 1) Outstanding principal balance of the loan; 2) Interest from the date of the last payment due date through the date the lender receives the payoff check; and, 3) Attorney's release fee, if applicable, Some lenders require that a separate fee be paid directly to their attorney for preparation of the release. Note: 1) FHA payoffs may include as much as 60 additional day's interest if the lender did not receive written notification of the seller's intent to pay off the loan prior to its maturity date, as required by the Deed of Trust; and 2) Many lenders release the balance in the escrow account after the loan has been paid and satisfied. The lender will forward the escrow funds directly to the seller, usually within 30 to 45 days.

**510-519. Adjustments for Items Unpaid by Seller-** (See lines 210-219)

## **EXPLANATION OF PAGE TWO OF SETTLEMENT STATEMENT**

The second page of the settlement statement itemizes all settlement fees assessed to the buyer and seller. Note: any items labeled "P.O.C." (Paid Outside Closing) have been prepaid.

## **SETTLEMENT CHARGES**

### **Total Sales/Broker's Commission**

**703. Commission Paid at Settlement-** Commission due the broker, minus any deposit the broker is holding.

### **Items Payable in Connection with Loan**

**801. Loan Origination Fee-** This fee, a percentage of the amount of the new loan, compensates the lender for the expense of processing the loan. VA loans require that the veteran buyer pay no more than 1% of the loan amount. On other loans the buyer may pay more than 1% provided the lender approves such payment.

**802. Loan Discount-** These are the "points" charged by the lender to increase it's yield on a loan with a below market interest rate. One point is equal to one percent of the loan amount. The number of points will vary according to market conditions. The

responsibilities of buyer and seller for paying the points should be stipulated in the sales contract.

**803-804. Appraisal Fee and Credit Report-** These are costs incurred by the buyer for appraising the property and conducting a credit check of the buyer.

**805. Lender's Inspection Fee-** This charge applies when a lender must re-inspect the property after repairs have been made, or when it is a new home. Some government loans require the seller to pay.

**806. Mortgage Insurance Application Fee** – This fee is applied when you are obtaining Mortgage Insurance, which is insurance for the lender in the event that the borrower defaults on the loan.

**807. Assumption Fee** – The lender's charge for paperwork involved in processing records for a new buyer assuming an existing mortgage.

**808. Tax Service Fee** – The fee is applied to the entity the lender hires to pay the buyer's property tax and homeowners insurance from your escrow account.

**809. Document Preparation/Review Fee** – A fee the lender charges to reimburse them for preparing and reviewing the loan documents.

**810. Flood Certification-**the fee the lender charges to verify whether a property is located in a federally designated flood zone

**811. Underwriting Fee** - the fee charged by the lender to determine the risk analysis of a Borrower's loan package.

**812. VA Funding Fee** - A premium of up to 1-7/8 percent (depending on the size of the down payment) paid on a fixed rate loan.

### **Items required by Lender to Be Paid in Advance**

**901 Interest-** "Per Diem" (per day) interest on the new loan from the date of settlement to the end of the month in which the loan closes.

**902 Mortgage Insurance Premium-** Most lenders require mortgage insurance on conventional loans which exceed 80% of the purchase price or the appraised value, whichever is less. This insurance, paid by the buyer, protects the lender against loss if the buyer defaults on the loan. Lender's requirements vary. The lender should inform the buyer at the time of the loan application whether mortgage insurance will be necessary.

**903. Hazard Insurance Premium-** The hazard (homeowner's) insurance premium, if not already paid, is collected at settlement. The buyer should contact the lender for specific requirements concerning policy coverage prior to settlement.

### **Reserves Deposited with Lender**

**1000-1008. Insurance, Taxes, Assessment-** Funds to cover these items are collected in advance from the buyer and held by the lender in an account to pay future obligations as they become due. This is referred to as an escrow. The amounts collected at settlement depend on the number of monthly payments to be made between settlement and the date each charge is due. With recent changes made by the Maryland legislature, taxes will be paid biannually starting in the year 2000. This should reduce the number of months taxes will be escrowed.

## **Title Charges**

**1101. Settlement or Closing Fee-** A charge for conducting the settlement.

**1102-1103. Abstract or Title Search and Title Examination-** This includes the fee for performing the necessary research of the land records in the jurisdiction where the property is located, in order to establish the seller's right to convey the property to the buyer. Maryland law requires the abstractor to go back 60 years to verify ownership as well as easements, rights of ways and other matters which could affect the title.

**1104. Title Insurance Binder-** A fee for issuing title insurance commitments protecting both the lender and the buyer. The final policies are issued after the transfer documents have been recorded.

**1105. Document Preparation-** The title company's fee for preparation of the Deed, Deed of Trust or Mortgage, and other related documents.

**1106. Notary Fees-** Fee for notarization of documents, usually paid by the buyer.

**1107. Attorney Fees-** A fee charged for services provided over and above the customary services included in the title examination fee. These might include fees for preparation of additional document required at closing, such as a power of attorney, subordination agreement etc.

**1108. Title Insurance-** This is a one-time premium, paid at settlement, protecting the buyer and the lender against other claims of ownership as a result of forgeries, recording errors, or other title problems. A policy insuring the lender is required; a second policy protecting the buyer's equity is optional but highly recommended. If a competing claim to title is found valid the title company guarantees against loss to the extent of the purchase price of the property, plus inflation factors, if an owner's policy is purchased.

**1111. Lien Certificate-** A statement issued by the local taxing authority disclosing the status of the taxes. In Baltimore City, the lien certificate also discloses housing code violations, if any.

**1112. Judgment Report-** A judgment report is prepared to determine if any owners of the property within the last 12 years had judgments entered against them.

**1113-1114. Copies-** A charge to the buyer for the cost of copies for the loan package and abstract obtained from the land records.

**1115. Courier Charges-** Covers the cost to overnight the signed loan package and other pertinent settlement documents back to the lender.

**1116. Recording Services-**The title company hires a subcontractor to walk through each document that needs to be recorded at the courthouse, including Power of Attorney, Deed, Deed of Trust, etc.

### **Government Recording and Transfer Charges**

**1201. Recording Fees-** Charges levied to the buyer or seller, where appropriate, for recording documents in the land records. Each document is charged for separately.

**1202. City/County Transfer Stamps-** County or city tax assessed on the transfer.

**1203. State Transfer Stamps-**State tax assessed on the transfer.

**1204. Recordation Doc Stamp Tax-** Recordation Taxes are assessed by the state on the purchase price or loan amount whichever is greater.

**1205. Owner Occupancy Tax Credit-** Some counties give the buyer a credit if they are purchasing the property as their primary residence.

### **Additional Settlement Charges**

**1301. Survey-** A house location survey which locates the improvements on the lot. Among other things, this survey will disclose encroachments or violations of setback lines.

**1302. Pest Inspection-** A certificate issued by a licensed pest inspection company indicating that the property is free from infestation or damage by wood-boring insects. The contract will specify whether buyer or seller pays the charge.

**1303. Payoff and Release of Mortgage-** A charge to the seller for obtaining mortgage payoff figures and the release of mortgage from the lender.