

**FEE SCHEDULE FOR FORECLOSURE ACCOUNTS**

**PAYMENT IS DUE WHEN YOU FILE YOUR ACCOUNT AND YOUR CHECK SHOULD BE MADE PAYABLE TO: COMMISSIONER OF ACCOUNTS**

<b>Sale Price</b>	<b>Fee to File Account</b>
\$0 to \$50,000.00	\$250.00 * Plus Clerk's recording fees
\$100,001.00 to \$300,000.00	\$300.00 * Plus Clerk's recording fees
\$300,001.00 to \$450,000.00	\$450.00 * Plus Clerk's recording fees
\$450,001.00 to \$600,000.00	\$600.00 * Plus Clerk's recording fees
\$600,001.00 to \$750,000.00	\$750.00 * Plus Clerk's recording fees
\$750,001.00 to \$900,000.00	\$900.00 * Plus Clerk's recording fees
Above \$900,000.00	\$1,000.00 * Plus Clerk's recording fees

\* Additional fees and assessments may accrue as set forth in this fee schedule.

**Lost Note Affidavit**            \$150.00

**Clerk's Recording Fees** *Code of Virginia, Section 14.1-112(2)*

*Fee Based on the Number of Pages to be recorded*

Ten (10) or fewer pages	\$16.00
Eleven (11) to Thirty (30) pages	\$30.00
Thirty-One (31) or more pages	\$50.00

**Additional Fees and Charges**

*(Postage and Miscellaneous Expenses)*

Return Postage for Settlement of Accounts and Documentation	\$3.00
Photocopies	.50 cents per copy
Long Distance Phone Charges	Actual charges as incurred
FAX Charges	.50 cents per page & actual charges as incurred

**Exceptional Time Involved in Auditing an Inventory or Accounts**

When the audit of an inventory or account requires exceptional time, an additional fee or assessment will be made based upon the quality, completeness, and accuracy of the inventory and account taking into consideration the following factors:

1. Time spent by the Commissioner and staff in auditing an account and reviewing supporting documentation;
2. Time spent making corrections to the account or obtaining documentation to support the account;
3. Time spent by the Commissioner and staff on research and rendering decisions on questions of law;
4. Time spent by Commissioner and staff addressing complaints concerning the account;
5. Necessity for Commissioner to conduct hearings, confer or correspond with Trustees or other individuals on matters not normally required;
6. Any other matters deemed relevant by the Commissioner.

**The hourly rates are:**

\$225.00 per hour for time spent by the Commissioner

\$ 75.00 per hour for time spent by the staff of the Commissioner

**Assessments for Failure to Timely and Properly File Account**

The following are **personal assessments against the Trustee** for failure to properly and timely file an account supported by vouchers and documentation.

Commissioner's Notice of Delinquency for failure to timely file proper account	\$25.00*
Commissioner's Summons	\$75.00*
Commissioner's Report to Court on failure of Trustee to comply with summons	\$150.00*
Commissioner's Report to Court of delinquent accounts and unsettled accounts as required by <i>Virginia Code Section 26-18</i>	\$50.00*
Commissioner's appearance in court to prosecute show cause issued	\$200.00*

**\*In accordance with *Code of Virginia, § 26-18*, any Trustee who is a practicing attorney at law and fails to responds to a summons shall be reported to the Virginia State Bar.**

**\*In addition to the Trustee's personal liability under *Code of Virginia, § 26-23*, the Trustee may be subject to court fines up to \$500.00 or held in contempt thereof in accordance with § 26-13, or may be obliged to forfeit their commission in accordance with § 26-15 and § 26-19 for delinquent accounts or noncompliance with the law.**

***\*Please note, assessments are made against the Trustee personally and cannot be paid from the sale proceeds.***

*Please mail your Account to:*

*Wm. B. Hanes, Commissioner of Accounts  
4 Cornwall Street, NE  
Leesburg, VA 20176*

*Please be sure to include a check for the appropriate fees, payable to:  
Commissioner of Accounts.*

*Should you have any questions, please contact the Commissioner of Accounts office at:  
703-777-5300.*