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Website Orders: <http://jobtrack.netronline.com>

## **FEE/PRODUCT SCHEDULE**

### **ENVIRONMENTAL TITLE SERVICES**

We have made ordering and keeping track of your chain of title or environmental lien report with us easier than ever. You can now submit a new order online at <http://jobtrack.netronline.com>. This customized online portal will assist you in managing your Environmental Title Report projects from start to finish. You will be able to check your report status, download current and prior reports and access a complete history of your orders 24 hours a day.

#### **Environmental Lien Search Report**

**\$100 nationwide;** plus only \$25 for each additional parcel with the same owner.

- Environmental Lien is defined as: A charge, security, or encumbrance upon title to a property to secure the payment of a cost, damage, debt, obligation, or duty arising out of response actions cleanup, or other remediation of hazardous substances or petroleum products upon a property, including (but not limited to) liens imposed pursuant to CERCLA 42 USC 9607(1) and similar state or local laws.
- A network of professional, trained researchers, following established procedures, uses client supplied property information to:
  - Search for parcel information and/or legal description;
  - Search for ownership information;
  - Research official land title documents recorded at jurisdictional agencies such as recorder's office, registries of deed, county clerks' offices, etc.;
  - Access a copy of the deed;
  - Search for environmental encumbering instrument(s) associated with the deed;
  - Provide a copy of any environmental encumbrance(s) based upon a review of key words in the instrument(s) (title, parties involved and description); and
  - Provide a copy of the deed or cite documents reviewed.

#### **60-YR Historical Chain of Title Report**

**\$250.00 nationwide;** plus \$125.00 for each "split" or added parcel with common back chain

**\$50.00 Environmental Lien Search Report** when ordered together

- A search for a property's previous owners of a certain piece or parcel of land, typically going back to 1940, showing recorded date, grantor, grantee, and recorded instrument information. A copy of the current vesting deed can be included if requested at time of order.
- If splits occur (ex: current parcel was assembled from 2 or more parcels back in the 1960s), additional costs to be approved before work continues. Time required to receive approval for additional splits is not included in turnaround time. **Splits must have a common back chain.** Multiple chains also occur when partial interests are conveyed to multiple parties. For example, if an owner conveys 1/20 interest to ten separate owners, then each one of those ten owners has a separate ownership chain until a single party assembles them.

- **If ordering a Chain of Title with more than one address, parcel number, Lot/Block, legal description, etc., each will be charged as a separate search.** Do not assume they will all follow the same chain. If your client expects to pay for only one search, please choose one address, parcel number, Lot/Block, legal description, etc.

**Standard turnaround time is 7-10 business days**, beginning the next business day after the order and any necessary property information is received. Turn around time begins each time the order is removed from hold. *Multiple-parcel searched may require additional time.*

**\*\*\*Please be aware that sites owned by government agencies ( i.e., military branches, city, state, Bureau of Land Management, Port Authority, etc) or other tax exempt parties (churches, schools, etc.) may require additional time or fees to search due to the volume of records that will have to be examined.**

**RUSH SERVICES – PLEASE CALL BEFORE ORDER IS PLACED**

- 3-4 Business Days...add \$75.00 per parcel to standard search request
- 5-6 Business Days...add \$50.00 per parcel to standard search request

**ALL REPORTS WILL BE E-MAILED UNLESS OTHERWISE REQUESTED.**

**If additional fees are required**, the client will be notified and the order will be placed on hold, pending approval from the client. Each property search is unique and is bid on a per job basis (reflecting the base-fee price structure below).

Additional Items (may affect standard turnaround time).

- ALL COPIES (retrieval services)...add \$125.00 to standard search request, if requested at the time of the order. If documents are not requested at the time of the order a \$50.00 travel fee will be assessed in addition to the charge of \$125/00 for all copies, totaling \$175.00.
- SINGLE COPIES ( retrieval service)..subject to \$50.00 travel fee plus \$1.50 per page
- LEASES...add \$97.00 to the standard search request (available only with Chain of Title Report)
- 100-YR Historical Chain of Title Report...add \$75.00 to standard search request (Not available in all areas. Please call for availability).

**What NETR needs to begin a LIEN SEARCH or CHAIN OF TITLE**

NETR requires enough information to precisely identify the correct parcel(s) to search. Various County Recorder and Assessor Offices file real property indexes and documents differently. As a result, information NETR can use to locate the property in one county courthouse may not work in another courthouse. **However, a valid, current Assessor's Parcel Number identifies the exact parcel you are looking for and will always be the most valuable piece of information when requesting a Chain of Title or Lien Search.**

- **Assessor's Parcel Number of Block/Lot**
  - **A valid assessor's parcel number or Block/Lot information will ensure your lien search is completed more quickly than a request submitted with other types of information.**

- **Property Address** (cross streets are insufficient)
  - **A mailing address is not sufficient. We will need the assessed site address for the property.**
  
- **Legal Description**
  - **A metes and bounds legal description is often not useful without additional information. A search may be delayed if our searchers have to map out your property to find the parcel you are looking for.**
  
- **Deed Reference** (Book and Page of the current vesting deed)
- **Name of current owner**
- **Recorded Parcel Map**
- **Property Use** (i.e., gas station, nursing home, shopping center, etc.)
  - **This is the least useful information for a lien search, and will not be sufficient without other information. This information will not identify the property but may help us narrow it down.**

The more information that is provided to NETR, the sooner the search can be completed and insured to be the correct parcel. A parcel may be found associated with a given address. However, if the subject property includes additional parcels, they may not be found under that address. If an address provided is incorrect, any additional information often allows the error to be detected, avoiding your expense of conducting a search on the wrong property. **IN ADDITION, OUR 7-10 DAY TURNAROUND TIME WILL START NEW EACH TIME A JOB IS PLACED ON HOLD FOR MORE INFORMATION OR AUTHORIZATION OF SPLITS OR ADDITIONAL CHAINS.**

## **OTHER PRODUCTS AVAILABLE AT NETR**

### **Industrial Directory Report**

**\$150.00 for single address** (available in New Jersey only)

- NETR reviews all readily available industrial directories. The Trenton City Library and the New Jersey State library both located in Trenton, New Jersey maintain a collection of Industrial Directories from 1901 to current. These directories began in 1901 under the auspices of the New Jersey State Department of Labor. Intervening editions were published in 1906, 1909, 1915, 1918, 1927, 1931, 1934, 1938, 1940-41, 1943-44, 1946-47 and 1949-50 and continued the biennial issuance until 1961. The 1962 addition was the first annual edition and was continued annually, thereafter until 1981. From 1982 to 1994 the directories were called MacRae Directories. The most recent directories reviewed are the 1995 to 1998 Harris Official New Jersey Manufacturers Directory and the 1999 to 2005 New Jersey Manufacturers Register.
- Specific address information is required to begin search (search is based on address). Additional addresses should be placed individually on separate orders.

### **Historic Aerials**

HistoricAerials.com is your answer to easy viewing of a vast library of historic and current aerial photography of the United States. Photos are available for purchase or to view free. Do you use GIS software? All purchased imagery is georeferenced at no additional charge!

- Search Imagery... This is our powerful search engine capable of handling searches for landmarks, street intersections, addresses, cities, zip codes, or by latitude and longitude coordinates.
- Surveying Tools... Users have told us the surveying tools are indispensable and incredible time savers. You can plot latitude and longitude coordinates anywhere on a photo, measure the distance between two points and even measure the area of a polygon.
- Comparison Tools... This amazing tool allows you to compare photos of the same area taken in different years. The most subtle of changes between years can now easily be identified. Not required but to take advantage of all the tools make sure you have Microsoft's Silverlight 4.0 installed on your computer. It is a free download from Microsoft.

**Make the leap to the 21<sup>st</sup> century and check out our historic orthophotos at [www.historicaerials.com](http://www.historicaerials.com).**

### **Environmental Radius Reports**

In our ongoing efforts to be your one-stop premier property information provider we recently launched a new web site, [www.environmental.netonline.com](http://www.environmental.netonline.com). This free web site displays environmental data obtained from the EPA and state and local environmental agencies on a map. Users search by latitude and longitude, street address or landmark to view the results on a map with a half mile and a one mile radius ring showing just how close these registered sites are to your search area!

For the professional real estate investor, real estate lender and environmental consultant the need to access environmental data is an everyday part of property due diligence. Some private companies offer this service but it is not cheap (certainly not free). You will be excited to hear we offer free and fast PDF reports listing sites in your search area. Simply click on the "Request an Environmental Radius Report for this Point" to request your report. Within 30 minutes of your report request you will receive email notification that your report is ready.