

**DocuTech – DataTrac Fee Mapping Instructions**  
**For Version 6.4.3 or higher**

Perform the following steps in DataTrac:

- 1). Log in as a user with admin rights to modify fees.
  - 2). Click on Admin/maintenance/company defaults from the menu.
  - 3). In Company Defaults click on the System Paths tab.
  - 4). Click on the doc system #1 or doc system #2 field and use the space bar to select Docutech.
  - 5). Click on the path field associated to the doc system you chose and press the space bar. Browse and select your \datatrac\tables directory.
  - 6). Click on close and say yes to save to exit the company defaults screen.
  - 7). Click on Admin \support files from the menu.
  - 8). Select Fees.
  - 9). Find your loan origination fee and double click on it.
  - 10). On the fee detail screen enter F00 in the DocuTech code Field.
  - 11). Click on search to return to the list of fees.
- 12). Repeat steps #9, #10 and #11 for each fee that you want to map. In step #9 you need to select the next fee to be mapped.

**Docutech Closing Fee**

**DocuTech code**

**DT Code**

F00 - 801 Loan Origination Fee  
F01 - 802 Loan discount fee  
F02 - 803 Appraisal fee  
F03 - 804 Credit Report  
F04 - 805 Lender's Inspection fee  
F05 - 806 Mortgage Insurance Application Fee  
F06 - 807 Flood Certification  
F07 - 808 Blank Line  
F08 - 809 Blank Line  
F25 - 817 Buydown Fee  
F09 - \*901 Interest  
F10 - \*902 PMI/MIP/VA Fee  
F11 - 903 Hazard Insurance Premium  
F12 - 1101 Settlement or Closing Fee  
F13 - 1102 Abstract or Title Search  
F14 - 1103 Title Examination  
F15 - 1104 Title Insurance Binder  
F16 - 1105 Document Preparation  
F17 - 1106 Notary Fee  
F18 - 1107 Attorney's Fee  
F19 - 1108 Title Insurance  
F33 - 1109 Lender's coverage  
F34 - 1110 Owner's coverage

F20 - 1201 Recording Fees  
F21 - 1202 City/County/Stamps  
F22 - 1203 State Tax/Stamps  
F23 - 1301 Survey  
F24 - 1302 Pest Inspection  
F30 - 810 Blank Line  
F31 - 811 Blank Line  
F40 - 812 Blank Line  
F41 - 813 Blank Line  
F42 - 814 Blank Line  
F44 - 815 Blank Line  
F45 - 816 Blank Line  
F50 - 818 Blank Line  
F51 - 819 Blank Line  
F52 - 820 Blank Line  
F53 - 821 Blank Line  
F54 - 822 Blank Line  
F55 - 823 Blank Line  
F56 - 824 Blank Line  
F57 - 825 Blank Line  
F58 - 826 Blank Line  
F59 - 827 Blank Line  
F60 - 828 Blank Line  
F70 - 829 Blank Line  
F71 - 830 Blank Line  
F72 - 831 Blank Line  
F73 - 832 New Fee for 808  
F74 - 833 Blank Line  
F75 - 834 Blank Line  
F76 - 835 Blank Line  
F77 - 836 Blank Line  
F78 - 837 Blank Line  
F79 - 838 Blank Line  
F80 - 839 Blank Line  
F81 - 840 Blank Line  
F82 - 841 Blank Line  
F83 - 842 Blank Line  
F84 - 843 Blank Line  
F85 - 844 Blank Line  
F86 - 845 Blank Line  
F87 - 846 Blank Line  
F88 - 847 Blank Line  
F89 - 848 Blank Line  
F90 - 849 Blank Line  
F91 - 850 Blank Line

F92 - 851 Blank Line  
F93 - 852 Blank Line  
F94 - 853 Blank Line  
F95 - 854 Blank Line  
F32 - 904 Blank Line  
F61 - 905 Blank Line  
F47 - 906 Blank Line  
F62 - 907 Blank Line  
F35 - 1111 Blank Line  
F48 - 1112 Blank Line  
F49 - 1113 Blank Line  
F96 - 1114 Blank Line  
F97 - 1115 Blank Line  
F98 - 1116 Blank Line  
F99 - 1117 Blank Line  
F100 - 1118 Blank Line  
F101 - 1119 Blank Line  
F102 - 1120 Blank Line  
F103 - 1121 Blank Line  
F104 - 1122 Blank Line  
F105 - 1123 Blank Line  
F106 - 1124 Blank Line  
F36 - 1204 Blank Line  
F63 - 1206 Blank Line  
F43 - 1205 Blank Line  
F64 - 1207 Blank Line  
F37 - 1303 Blank Line  
F38 - 1304 Blank Line  
F39 - 1305 Blank Line  
F65 - 1306 Blank Line  
F66 - 1307 Blank Line  
F67 - 1308 Blank Line  
F68 - 1309 Blank Line  
F69 - 1310 Blank Line

F107 - 1125 Blank Line  
F108 - 1126 Blank Line  
F109 - 1127 Blank Line  
F110 - 1128 Blank Line  
F111 - 1129 Blank Line  
F112 - 1130 Blank Line  
F113 - 1131 Blank Line  
F114 - 1132 Blank Line  
F115 - 1133 Blank Line  
F116 - 1134 Blank Line  
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F128 - 1146 Blank Line  
F129 - 1147 Blank Line  
F130 - 1148 Blank Line  
F131 - 1149 Blank Line  
F132 - 1150 Blank Line

F133 - 1311 Blank Line  
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F141 - 1319 Blank Line  
F142 - 1320 Blank Line  
F143 - 1321 Blank Line  
F144 - 1322 Blank Line  
F145 - 1323 Blank Line  
F146 - 1324 Blank Line  
F147 - 1325 Blank Line  
F148 - 1326 Blank Line  
F149 - 1327 Blank Line  
F150 - 1328 Blank Line  
F151 - 1329 Blank Line  
F152 - 1330 Blank Line  
F153 - 1331 Blank Line  
F154 - 1332 Blank Line  
F155 - 1333 Blank Line  
F156 - 1334 Blank Line  
F157 - 1335 Blank Line  
F158 - 1336 Blank Line  
F159 - 1337 Blank Line  
F160 - 1338 Blank Line  
F161 - 1339 Blank Line  
F162 - 1340 Blank Line

F163 - 1341 Blank Line  
F164 - 1342 Blank Line  
F165 - 1343 Blank Line  
F166 - 1344 Blank Line  
F167 - 1345 Blank Line  
F168 - 1346 Blank Line  
F169 - 1347 Blank Line  
F170 - 1348 Blank Line  
F171 - 1349 Blank Line  
F172 - 1350 Blank Line

### **Impounds**

HAZ - Hazard Insurance  
FLD - Flood Insurance  
WND - Wind / Storm / Hail Ins  
CNT - County Tax  
CIT - City Tax  
SCH - School Tax  
OTH - Other

\* These fees are mapped independently and do not use a DocuTech code. They are listed here simply as a place holder in the number scheme