

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
F117 - 1135 Blank Line

F118 - 1136 Blank Line
F119 - 1137 Blank Line
F120 - 1138 Blank Line
F121 - 1139 Blank Line
F122 - 1140 Blank Line
F123 - 1141 Blank Line
F124 - 1142 Blank Line
F125 - 1143 Blank Line
F126 - 1144 Blank Line
F127 - 1145 Blank Line
F128 - 1146 Blank Line
F129 - 1147 Blank Line
F130 - 1148 Blank Line
F131 - 1149 Blank Line
F132 - 1150 Blank Line

F133 - 1311 Blank Line
F134 - 1312 Blank Line
F135 - 1313 Blank Line
F136 - 1314 Blank Line
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F138 - 1316 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