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# ★ Starlight Property Solutions LLC

*Reliable. Responsive. Results.*

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## Service Price Schedule — 2026

Standard & Time-Based Surcharge Pricing | All Service Categories

**Effective Date: August 2026**

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### Time-Based Surcharge Schedule

The following surcharge tiers apply across **all** services listed in this price schedule. Surcharges are added to the applicable base rate at the time of scheduling.

| Surcharge Type          | Time Window                  | Surcharge Amount                        |
|-------------------------|------------------------------|-----------------------------------------|
| Standard Hours          | Mon – Fri, 8:00 AM – 5:00 PM | <b>No surcharge</b> — base rate applies |
| Early Morning           | Mon – Fri, 6:00 AM – 7:59 AM | +\$25 per service                       |
| After-Hours (Evening)   | Mon – Fri, 5:01 PM – 9:00 PM | +\$35 per service                       |
| Weekend - Daytime       | Sat – Sun, 8:00 AM – 5:00 PM | +\$40 per service                       |
| Weekend - Early Morning | Sat – Sun, 6:00 AM – 7:59 AM | +\$55 per service                       |
| Weekend - After-Hours   | Sat – Sun, 5:01 PM – 9:00 PM | +\$60 per service                       |
| Holiday                 | All Federal Holidays         | +\$75 per service                       |

 **Important Notice:** All surcharges are applied in addition to the base service rate

listed below. Only one surcharge tier applies per service call (the highest applicable tier).

### BPO Services — Broker Price Opinion

| Service                     | Base Rate    | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|-----------------------------|--------------|----------------------|--------------------|----------------|
| Exterior BPO (Drive-By)     | <b>\$45</b>  | +\$25                | +\$35              | +\$40          |
| Interior BPO (Full)         | <b>\$75</b>  | +\$25                | +\$35              | +\$40          |
| REO / Bank-Ordered BPO      | <b>\$85</b>  | +\$25                | +\$35              | +\$40          |
| Rush BPO (24-hr turnaround) | <b>\$110</b> | +\$25                | +\$35              | +\$40          |
| BPO with Comparable Photos  | <b>\$95</b>  | +\$25                | +\$35              | +\$40          |

 **Note:** Rush orders placed after 3:00 PM may incur both a rush fee and the applicable time-based surcharge.

### Open Door Access Services

| Service                 | Base Rate   | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|-------------------------|-------------|----------------------|--------------------|----------------|
| Standard Lockbox Access | <b>\$35</b> | +\$25                | +\$35              | +\$40          |

| Service                                   | Base Rate   | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|-------------------------------------------|-------------|----------------------|--------------------|----------------|
| Occupied Property Access (Tenant Present) | <b>\$50</b> | +\$25                | +\$35              | +\$40          |
| Vacant Property Access                    | <b>\$40</b> | +\$25                | +\$35              | +\$40          |
| Access + Utilities Check                  | <b>\$55</b> | +\$25                | +\$35              | +\$40          |
| Key / Lockbox Change-Out                  | <b>\$60</b> | +\$25                | +\$35              | +\$40          |
| Emergency Access Call                     | <b>\$85</b> | +\$25                | +\$35              | +\$40          |

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## Property Showings

| Service                                        | Base Rate   | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|------------------------------------------------|-------------|----------------------|--------------------|----------------|
| Single Property Showing (up to 1 hr)           | <b>\$55</b> | +\$25                | +\$35              | +\$40          |
| Multi-Property Showing (per property, up to 3) | <b>\$45</b> | +\$25                | +\$35              | +\$40          |
| Extended Showing (1-2 hrs)                     | <b>\$80</b> | +\$25                | +\$35              | +\$40          |
| Showing + Lock / Unlock Service                | <b>\$70</b> | +\$25                | +\$35              | +\$40          |
| Occupied Property Showing                      | <b>\$65</b> | +\$25                | +\$35              | +\$40          |

| Service                      | Base Rate   | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|------------------------------|-------------|----------------------|--------------------|----------------|
| Virtual Showing Coordination | <b>\$40</b> | +\$25                | +\$35              | +\$40          |

## Notary Services

| Service                                 | Base Rate    | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|-----------------------------------------|--------------|----------------------|--------------------|----------------|
| General Notarization (per signature)    | <b>\$10</b>  | +\$25                | +\$35              | +\$40          |
| Mobile Notary Travel Fee (within 25 mi) | <b>\$35</b>  | +\$25                | +\$35              | +\$40          |
| Loan Signing - Standard Package         | <b>\$125</b> | +\$25                | +\$35              | +\$40          |
| Loan Signing - Refinance Package        | <b>\$150</b> | +\$25                | +\$35              | +\$40          |
| Loan Signing - Reverse Mortgage         | <b>\$175</b> | +\$25                | +\$35              | +\$40          |
| Seller Package (Deed / POA)             | <b>\$100</b> | +\$25                | +\$35              | +\$40          |
| HELOC Signing                           | <b>\$125</b> | +\$25                | +\$35              | +\$40          |
| Hybrid / eNote Closing                  | <b>\$100</b> | +\$25                | +\$35              | +\$40          |
| Apostille Preparation Assistance        | <b>\$50</b>  | +\$25                | +\$35              | +\$40          |
| Witness Fee (per witness)               | <b>\$25</b>  | +\$25                | +\$35              | +\$40          |

| Service                             | Base Rate    | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|-------------------------------------|--------------|----------------------|--------------------|----------------|
| provided)                           |              |                      |                    |                |
| Rush Notary (same-day, 2-hr notice) | <b>\$175</b> | +\$25                | +\$35              | +\$40          |
| Hospital / Care Facility Visit      | <b>\$150</b> | +\$25                | +\$35              | +\$40          |

 **Texas Law Notice:** Texas law caps the notary fee at **\$10 per notarized signature/acknowledgment** (TX Gov't Code §406.024). Travel, coordination, and signing agent service fees are separate and not subject to the state cap.

 **Loan Signing Packages:** Include full document set review, borrower identity verification, and completed package return/shipping coordination.

 **Apostille Services:** Facilitation only; state filing fees are billed separately.

 **Printed Document Fee:** \$0.15/page applies for packages exceeding 150 pages.

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## Wedding Officiant Services

| Service                                     | Base Rate    | Early Morning Add-On | After-Hours Add-On | Weekend Add-On |
|---------------------------------------------|--------------|----------------------|--------------------|----------------|
| Standard Wedding Ceremony (Weekday)         | <b>\$150</b> | +\$25                | +\$35              | +\$40          |
| Standard Wedding Ceremony (Weekend)         | <b>\$200</b> | +\$25                | +\$35              | +\$40          |
| Elopement / Micro Wedding (2-10 guests)     | <b>\$125</b> | +\$25                | +\$35              | +\$40          |
| Courthouse / Civil Ceremony                 | <b>\$100</b> | +\$25                | +\$35              | +\$40          |
| Vow Renewal Ceremony                        | <b>\$125</b> | +\$25                | +\$35              | +\$40          |
| Hospital / Bedside Ceremony                 | <b>\$175</b> | +\$25                | +\$35              | +\$40          |
| Destination Ceremony (26-50 mi radius)      | <b>\$250</b> | +\$25                | +\$35              | +\$40          |
| Custom Script Writing Add-On                | <b>\$50</b>  | —                    | —                  | —              |
| Rehearsal Attendance Add-On                 | <b>\$75</b>  | +\$25                | +\$35              | +\$40          |
| Ceremony + Notarization Bundle              | <b>\$185</b> | +\$25                | +\$35              | +\$40          |
| Virtual Officiant Ceremony (via Zoom/Video) | <b>\$75</b>  | +\$25                | +\$35              | +\$40          |
| Virtual + Custom Script Add-On              | <b>\$115</b> | —                    | —                  | —              |

 **Ordained Minister:** All wedding officiant services are performed by an ordained minister in accordance with Texas Family Code §2.202.

 **Marriage License Return:** The completed marriage license will be signed and returned to the county clerk within 30 days of the ceremony as required by Texas law.

 **Valid License Required:** Couples must present a valid Texas marriage license at the time of the ceremony. SPS does not assist with license procurement.

 **Travel Beyond 25 Miles:** Travel beyond 25 miles from the SPS service area is subject to the standard mileage fee of \$0.67/mile.

 **Booking Deposit:** A **\$50 non-refundable booking deposit** is required to hold the ceremony date and time.

 **Cancellation Policy:** Cancellations made within 72 hours of the ceremony forfeit the full booking deposit.

 **Virtual Officiating:** Virtual officiant services are available when both partners and at least one witness are physically present together at the same location during the ceremony. SPS officiates remotely via secure video call (Zoom, Google Meet, or FaceTime). Couples are advised to confirm county acceptance with their local clerk prior to booking. SPS is not

responsible for county non-recognition of remotely officiated ceremonies.

## +&#nbsp;Additional Fees & Notes

| Fee Type                    | Amount              | Description                                                                                                                                                                                                                                                                                                 |
|-----------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Mileage Fee</b>          | \$0.67 / mile       | Applies to properties beyond 25 miles from the SPS service area center.                                                                                                                                                                                                                                     |
| <b>Cancellation Fee</b>     | \$25.00             | Applied if an order is cancelled within 2 hours of the scheduled appointment.                                                                                                                                                                                                                               |
| <b>Same-Day Order Fee</b>   | +\$20.00            | Added to any service scheduled and completed on the same calendar day.                                                                                                                                                                                                                                      |
| <b>Photo Package Add-On</b> | +\$15.00            | Up to 20 digital photos delivered within 24 hours of service completion.                                                                                                                                                                                                                                    |
| <b>Reinspection Fee</b>     | Base rate reapplied | If a property requires a second visit, the original service base rate is reapplied in full.                                                                                                                                                                                                                 |
| <b>Stale Order Fee</b>      | +\$10.00            | Orders not completed within 72 hours of assignment may incur this delay fee.                                                                                                                                                                                                                                |
| <b>Airport Trip Fee</b>     | +\$75.00            | Flat surcharge for any service performed at or inside an airport terminal (including DFW International, Dallas Love Field, or any other commercial airport). Covers extended travel time, terminal access, and parking. Actual parking costs are billed separately at cost with receipt. All standard time- |

| Fee Type | Amount | Description                                           |
|----------|--------|-------------------------------------------------------|
|          |        | based surcharges still apply in addition to this fee. |

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## Terms & Conditions

- **Payment Terms:** Payment is due within **30 days** of the invoice date.
- **Accepted Payment Methods:** ACH transfer, business check, and Zelle (business account).
- **Price Changes:** All prices are subject to change with **30 days written notice** to the client.
- **Surcharge Policy:** Time-based surcharges are non-negotiable and apply equally across all service tiers.
- **Service Territory:** SPS reserves the right to decline services in areas outside its covered service territory.
- **Availability:** All services are subject to field agent availability at the time of scheduling.

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## ★ Starlight Property Solutions LLC

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***"Thank you for choosing Starlight Property Solutions — where every property is our priority."***

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