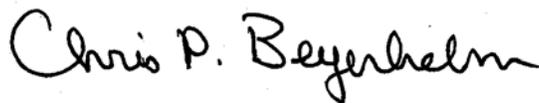


For: State and County Offices

Creating Payments for MAL Filing and Recording Fees in Online Payments (OLP)

Approved by: Associate Administrator for Operations and Management



1 MAL Filing and Recording Fees in OLP

A Background

According to 1-FI, counties are instructed to use the following program codes when creating payments in OLP for filing and recording fees.

- “**RFCOMM**”, single filing or recording fees, where “**COMM**” is commodity
- “**RFMUL**”, filing or recording fees for multiple commodities.

B Purpose

This notice informs State and County Offices to:

- discontinue using program code “**RFCOMM**”
- only use program code “**RFMUL**” when creating OLP payments for filing and recording fees.

Note: This notice **only applies to MAL’s**.

C State and County Office Action

State and County Offices shall discontinue use of “**RFCOMM**” for filing and recording fees in OLP.

Single and multiple commodity payments shall only be created using “**RFMUL**”.

Note: Commodity codes shall not be used.

These instructions are effective upon issuance of this notice.

Disposal Date	Distribution
April 1, 2016	State Offices; State Offices relay to County Offices