



Tennessee Department of Finance and Administration
Real Estate Management

Acquisitions and Disposals Fee Structure

Effective January 1, 2011

	Minimum Charge	\$ 500
Up to \$ 199,999	5% of Transaction Amount	
\$ 200,000 or greater	Maximum Charge	\$ 10,500

- A.** Transactions that will require payment of a fee are acquisitions and disposals in Fee Simple, Easements, Land Leases, and some Licenses. All fees will be payable at closing or at the execution of the instrument, except leases which may be collected as each annual payment becomes due.
- B.** Transfers of Jurisdictions, Inter-Agency Agreements, and Rights of Entry will be processed at no cost unless federal program requirements conflict with that policy.
- C.** The fee on an exchange of property will be based on the value of the property to be exchanged, or the higher of the values, if different. The fee on gift property to the State will be based on the Minimum Charge.
- D.** Where disposals of State property are anticipated with outside parties requesting the disposal, the payment of an estimated fee or estimated cost of any required appraisal, whichever is greater, will be collected at the beginning of the transaction to ensure follow-through.
- E.** The Executive Sub-Committee shall receive annual recommendations from the Commissioner of Finance and Administration regarding situations where waiving the fee seems appropriate. The Executive Sub-Committee will then determine which fees could be waived.
- F.** Because of the public policy or interest served, fees may be waived when:
1. The transaction results from action by the Legislature and no funds have been appropriated to cover costs associated with the transaction.
 2. The transaction was initiated by an outside party to primarily benefit the State and the agency has no revenues other than appropriations.
 3. A prior agreement states that consideration or costs will be waived.
 4. Those transactions initiated by and benefiting a governmental entity or nonprofit group who is paying the fair market value, if any, and all out-of-pocket costs associated with the transaction, and payment of the fee would not be in the interest of the program.