

# Indiana County Recorder Fee Schedule

## EFFECTIVE JULY 1, 2017

<b>MORTGAGES</b> .....	<b>\$55.00</b>
<small>(Includes rerecorded and subordinate mortgages, supplemental indentures)</small>	
<b>DEEDS &amp; OTHER DOCUMENTS</b> .....	<b>\$25.00</b>
<small>Each additional page exceeding 8 1/2" x 14"</small>	
<small>Within any document</small> .....	\$5.00
<b>MECHANICS LIEN</b>	
<small>With one first-class mailing</small> .....	\$25.00
<small>Each additional mailing</small> .....	\$2.00
<b>COPIES</b>	
<small>Copies 11" x 17" or smaller, per page</small> .....	\$1.00
<small>Copies larger than 11" x 17", per page</small> .....	\$5.00
<b>CERTIFYING</b>	
<small>Document</small> .....	\$5.00
<b>UNIFORM COMMERCIAL CODE LIENS</b>	
<small>Initial Filing or Amendments, 2 pages or less</small> .....	\$6.00
<small>3 Pages or more</small> .....	\$10.00
<small>SEARCH, one name</small> .....	\$7.00
<small>Each additional name</small> .....	\$5.00



**Indiana Recorders Association**  
www.indianarecorders.org

## RECORDING REQUIREMENTS

- Name of person who prepared document (IC 36-2-11-15)
- Document requires a 2" margin at the top & bottom of the first & last page, 1/2" margin for each side, & 1/2" margins at the top & bottom of additional pages (IC 36-2-11-16.5)
- Notary documents require county of residence, seal, commission expiration date, and printed name under signature (IC 33-42-2-9)
- Must have at least 10 point font (IC 32-2-11-16.5)
- Names must be printed below all signatures. The name of each person executing document must match identically in body of document (IC 36-2-11-16)
- Affirmation statement required on all documents notarized in Indiana (IC 36-2-11-15)

"I affirm, under the penalties of perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law"

Printed Name

- Grantees physical address is required on all conveyances of real property (IC 32-21-2-3)
- Auditor endorsement required on real estate transfers (IC 36-2-11-14)

## COUNTY RECORDERS

- Records Deeds, Mortgages, Assignments, Releases, Real Estate Contracts, Power of Attorneys, Planned Developments, Plats, Surveys, Affidavits, Articles of Incorporation, Bonds, Federal Tax Liens, Mechanic Liens, Sewer Liens, Assumed Business Names, and other Miscellaneous documents submitted for recording, providing it meets essential requirements (see above)
- File Uniform Commercial Code instruments
- Provide copies and certified copies of documents upon request (Fee charged)
- Military Discharges (NO CHARGE)

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**NO STAFF MEMBER IS PERMITTED TO GIVE LEGAL ADVICE  
OR PERFORM TITLE SEARCHES**