

FEE SCHEDULE

EFFECTIVE MAY 1, 2018



Jefferson
County
Recorder

Standard Recording Fee:

\$75.00 for documents that follow all Standardization Rules*, regardless of the number of pages.

(Deeds, Mortgages, Mortgage Releases, Assignments, Leases, Affidavits, Liens, Lis Pendens, Oil & Gas Leases, Monument Records, Powers of Attorney, etc.)

Fee for documents **not subject to the state-imposed surcharge (R.H.S.P)** that comply with standardization rules:

\$66.00 regardless of the number of pages. **Non-Standard are \$78.00 plus \$2 per page after the first 4 pages.**

(Articles of Incorporation, Memorandum of Judgement and Releases of Memorandum of Judgment)

Non-Standard Document Fee: *(Those non-compliant with 1995 ILLINOIS STANDARDIZATION RULES* below)*

\$85.00 for 1 - 4 page(s) plus **\$2.00** each additional page

Additional Non-Standard documents include: documents that create a division of a then active existing tax parcel identification number; a document making specific reference to more than 5 tax parcel identification numbers in the county in which it is presented for recording; or a document making specific reference to more than 5 other document numbers recorded in the county in which it is presented for recording.

Subdivision Plats (approved by County or Municipality): **\$98.00**

Assumed Name Certificate: Initial Filing: **\$15.00**. Supplemental Filing (Address change, name removal): **\$10.00**

UCC filing: assignment, amendment, continuation: **\$64.00** *(No extra fees for attachments)*

UCC Full Termination: **\$29.00**

Copy/Printing/Faxing Fees

\$1.00 per sheet printed: Photocopy, Computer Printed or Microfilm Print, etc.

Certified Copies: **\$10.00** per copy in addition to regular copy fee (\$1.00)

\$2.00 per sheet for Faxing

*1995 ILLINOIS STANDARDIZATION RULES

8 ½ inch X 11 inch letter paper not permanently bound or continuous form

(White paper only and not less than 20-pound wt.)

Typed or printed in **black ink** *(Signatures and Dates may be in Blue Ink)*

3 X 5 inch (minimum) Blank Space in Upper Right Corner of first page

½ inch margins top, bottom, right and left sides.

(Margins may be used only for non-essential notations that will not affect the validity of the document, including but not limited to form numbers, page numbers, and customer notations.

No labels, tape, or stickers.

Name of Individual Preparer (Person) and Address (see 55 ILCS 5/3-5022)

Recording Requests, Copy Requests and Payments should be sent to:

Jefferson County Recorder
100 South 10th Street – Room 105
Mount Vernon, Illinois 62864

A self-addressed stamped envelope (SASE) is required with all Recording and Copy Requests.

PLEASE MAKE CHECKS PAYABLE TO: "JEFFERSON COUNTY RECORDER"