

GREG WOOLARD

COUNTY CLERK AND RECORDER
OF FRANKLIN COUNTY
P. O. BOX 607
BENTON, IL 62812

Telephone (618) 438-3221

SCHEDULE OF RECORDING FEES

The Franklin County Clerk & Recorder is increasing the recording fees on January 2, 2019, it will be as follows with a flat fee per document – no extra cost for pages after the fourth or additional document references:

Documents that the rental housing support program surcharge will apply to with a recording fee of **\$75.00** for a standard document and **\$105.00** for non-standard document:

- Agreements / Options to purchase
- Coal Lease
- Deeds / Contracts of Deed
- Easements (other than public service / utilities)
- Extensions
- Foreclosures
- Land Grants
- Lake Property
- Leases
- Lis Pendens
- Liens
- Mineral Deed
- Monument Records
- Mortgages & Notes
- Mortgage Releases
- Notice of Reclamation
- Surveys (no more than (2) lots) 8 1/2" X 14"
GIS base fee for review and approval is \$25.00
- Oil & Gas Lease
- Royalty Deed
- Subordinations
- Timber Agreement / Lease

Documents that the rental housing support program surcharge will not apply to with a recording fee of **\$66.00** for a standard document and **\$96.00** for a non-standard document:

- Articles of incorporation & related documents
- Birth records, death records, marriage records
- Judgments, Memo of Judgments, - etc.
- Notice of Probate
- Power of Attorney for Property
- Transcript (involving a Will, Death Certificate, etc.)
- UCC's
- Wills

Non-standard document is a document that doesn't have a 3" x 5" area in the upper right hand corner on the first page or it is printed on legal size paper.

Plats of subdivisions (max. 30" X 36") submit 1 original & 3 exact, true, legible copies	\$100.00
GIS base fee for review and approval	\$25.00

Veterans Discharges no charge

Documents that are exempt from the rental housing support program surcharge:

- a). Any documents from a state agency, unit of local government, federal government, or school district.
- b). Easements filed by not-for-profit and for-profit associations for public service / utilities - (water, sewer, electric, gas, cable or telephone cooperatives).

All documents being recorded must have - preparer's name and address.

REAL ESTATE TRANSFER TAX IS FIGURED @ \$0.75 PER \$500.00 OR \$1.50 PER \$1,000.00

ALL DEEDS TO BE RECORDED MUST INCLUDE THE FOLLOWING:

1. Statement of exemption or transfer tax declaration
2. Preparer's name and address
3. To whom and where the future tax statements are to be sent
4. Notary date, seal & signature
5. Completed legal description, which should include:
 - A. Subdivided land must include the exact lot, block & subdivision and City or Village the subdivision is located:
EX: Part of Lot 1 in Block 1 of John C. Smiths Sub in the City of Chicago
 - B. Un-platted land must include the exact quarter section, section, township & range:
EX: Part of the SW/4 of Section 1, Township 19N, Range 12W