

***KEVIN WILSON***  
**FRANKLIN COUNTY CLERK & RECORDER**  
**P O BOX 607**  
**BENTON, IL 62812**  
**PHONE: (618) 435-9800**  
**[www.franklincountyil.gov](http://www.franklincountyil.gov)**

June 7, 2023

TO: Attorneys, Abstractors, Realtors, Loan Institutions, Title Companies &  
Persons Doing Recording in Franklin County

RE: Franklin County Clerk and Recorder's recording fees:

On July 1, 2023 there will be an increase on the recording fees for the Franklin County Clerk & Recorder's office.

Governor Pritzker signed HB3036 into law which is now PA 102-1135 RHSP Fee Increase. This increase has been directed by the General Assembly and not your local County Officials. RHSP (**R**ental **H**ousing **S**upport **P**rogram) Surcharge will now be an \$18.00 fee added to each real estate recording, such as deeds, mortgages, releases and plats. All documents recorded on July 1<sup>st</sup> and forward will be charged the new total recording fee of \$84.00 for real estate recordings, see the included list for more details.

If you have any questions, please contact the County Clerk & Records office.

Respectfully,



Kevin Wilson  
Franklin County Clerk & Recorder

# KEVIN WILSON

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

Telephone (618) 435-9800

## ***SCHEDULE OF RECORDING FEES AS OF JULY 1, 2023***

### ***The recording fees will be as follows:***

Documents that the rental housing support program surcharge will apply to with a recording fee of **\$84.00** for a standard document and **\$114.00** 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	\$109.00
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. Affidavit of Compliance with Illinois Plat Act Requirements
3. Preparer's name and address
4. To whom and where the future tax statements are to be sent
5. Notary date, seal & signature
6. 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