

Requirements that has to be on the front page of a document

1. A full 3 inches all the way across the top of the page with no other writing within that space.
2. Title of document
3. Date of document
4. Name of Grantor's HAS TO SAY GRANTOR (**NOT ASSIGNOR**)
5. Grantor's Address
6. Name of Grantee's HAS TO SAY GRANTEE (**NOT ASSIGNEE**)
7. Grantee's Address
8. What page legal Description is on, if it is not on the first page.
9. Reference Book's and Page's if any.

Fee Charges are: \$24.00 for the first page

\$3.00 for each additional page

\$25.00 NON STANDARD FEE applies to anything dated after January 1, 2002

that doesn't meet all requirements listed above or not on standard size paper, etc., with the exceptions of surveys.

All print within the document has to be 8 point type or 12 point font. (**TYPE and FONT are not the same**)

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(Space Above this Line for Recording Data)\_\_\_\_\_

**Title(s) of Document:**

**Date of Document:**

**Grantor(s):**

**Grantor's Address:**

**Grantee(s):**

**Grantee's Address:**

**Full Legal Description is located on page:**

**Reference Book(s) and Page(s), if required:**