

# ***COUNTY RECORDER***

## ***NEW RECORDING FEES***

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### **EFFECTIVE JULY 1, 2017: NDCC 11-18-05.1a and NDCC 11-18-05.1b**

- **\$20.00** for documents with one (1) to six (6) pages
- **\$65.00** for documents with seven (7) to twenty-five (25) pages
- **\$3.00 per page** for any additional page over 25
- A one inch margin must still be provided on one side of each page or a \$10.00 margin fee will be assessed as it is today.
- Related document numbers first 10 free then any additional related document numbers will be a fee of \$3.00 per document number.
- The first 10 sections listed will be free and each additional section listed after 10 will be a fee of \$1.00 per section listed.
- **FONT SIZE** NDCC 11-18-05.1a(2) “The printed, written, or typed words must be considered legible by the recorder before the page will be accepted for recording and, unless the form was issued by a government agency, must have a font size equal to or larger than ten point Calibri.”
- **ALL DOCUMENTS MUST have a three (3) inch [7.62 centimeters] margin across the top of the first page of each instrument for recording information.**
  - NDCC 11-18-05.1a.(4) “A space of at least three inches [7.62 centimeters] must be provided across the top of the first page of each instrument for the recorder’s recording information. If a space of at least three inches [7.62 centimeters] is not provided across the top of the first page, the recorder shall add a page, and an additional page charge must be levied in accordance with the fee structure.”

Submitters can add a cover page with the title of the document at least three inches from the top of the page and this will serve as the first page. This would ensure the submitter knows exactly how many pages will be counted.

If a recorder must add a page and a 6 page document results in 7 pages the \$65.00 fee will be charged.

If the recorder adds a page to a 25 or more page document, the additional \$3.00 per page will be assessed.