

Franklin County, Pennsylvania

US Postal Service Delivery

Attn: Real Estate Recording
Franklin County Recorder of Deeds
157 Lincoln Way East
Chambersburg, PA 17201

PHONE: 717-261-3872

INTERNET: <http://www.co.franklin.pa.us>

Courier Delivery

Attn: Real Estate Recording
Franklin County Recorder of Deeds
157 Lincoln Way East
Chambersburg, PA 17201

FAX: 717-263-5717

MAKE CHECKS PAYABLE TO: Franklin County Recorder of Deeds

Cashier's Check/Money Order: Not required.

BASIC RECORDING FEES

Deed/Mortgage	\$41.50 up to and including four pages
Amendment/Modification	\$20.50 up to and including four pages
Assignment	\$30.50 up to and including four pages
Satisfaction Piece	\$30.50 up to and including four pages (see note 2)

ADDITIONAL RECORDING FEES:

Additional pages and attachments	\$2.00 per additional page
Indexing fee	\$0.50 per name after first four
Multiple references (marginal notation)	\$2.00 per reference after first

RECORDING FEE NOTES:

- The original mortgage or certified copy thereof is no longer required to accompany a satisfaction piece. Submit only a legible copy of the first recorded page of the original mortgage with the satisfaction piece.

TRANSFER AND FINANCING FEES/TAXES:

State Realty Transfer Tax	\$0.01 times consideration or fair market value
Local Realty Transfer Tax	\$0.01 times consideration or fair market value

Pay each tax and the recording fees with three separate checks to the Recorder of Deeds.

SEARCHES, COPIES AND CERTIFICATION:

This office does not perform any searches of real estate records.

Copies made by office	\$0.50 per page
Certification (in addition to copy fees)	\$1.50 per document

DOCUMENTATION/RECORDING NOTES:

- Document numbering system: Book & Page.
- This office will provide Conformed Copies. \$0.50 per page. Include a self-addressed, stamped envelope for return of Conformed Copies.
- Blanket assignments are accepted.
- Blanket releases are accepted.
- Originals of real estate documents are always returned after recording.
- A self addressed stamped return envelope of the proper size is requested.
- In subsequent related documents, only reference (book/page, doc#, etc.) to the original document is required.
- Index for Deeds: Grantor/Grantee
- Index for Mortgages: Mortgagor/Mortgagee
- Common document errors include incorrect fee, signatures do not agree with printed name, notarial certificate incomplete or seal missing, stamped envelope not included, and missing parcel identification number and municipality name.
- This office reports a document turnaround time of 1 week
- Most recent annual document volume reported by this office: 31801

LEGAL DESCRIPTION:

Legal description required only with deeds and mortgages (trust deeds).

PARCEL IDENTIFICATION NUMBERS:

Not required.

ON-LINE SEARCHING:

None

RECORDING OFFICE STAFF

Head official: Linda Miller, Recorder of Deeds
Other officials: Deborah Shatzer, 1st Deputy Recorder
Amy Brindle, 2nd Deputy Register