

## Mifflin County, Pennsylvania

### US Postal Service Delivery

Attn: Real Estate Recording  
Mifflin County Recorder of Deeds  
20 North Wayne Street  
Lewistown, PA 17044

PHONE: 717-242-1449

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

### Courier Delivery

Attn: Real Estate Recording  
Mifflin County Recorder of Deeds  
20 North Wayne Street  
Lewistown, PA 17044

FAX: 717-248-2503

**MAKE CHECKS PAYABLE TO:** Mifflin County Recorder of Deeds

Cashier's Check/Money Order: Not required.

### BASIC RECORDING FEES

Deed/Mortgage	.....	\$40.00 up to and including four pages
Amendment/Modification	.....	\$18.50 up to and including four pages
Assignment	.....	\$28.50 up to and including four pages
Satisfaction Piece	.....	\$28.50 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

### RECORDING FEE NOTES:

- The original mortgage or certified copy thereof is no longer required to accompany a satisfaction piece, although it may.

### 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. No additional fee. Include a self-addressed, stamped envelope for return of Conformed Copies.
- Blanket assignments are not accepted.
- Blanket releases are not accepted.
- Originals of real estate documents are always returned after recording.
- A self addressed stamped return envelope of the proper size is required.
- In subsequent related documents, include references (book/page, doc#, etc.) to all prior related documents.
- Index for Deeds: Grantor/Grantee
- Index for Mortgages: Grantor/Grantee
- Parcel identification number is required on mortgages and deeds.
- 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 6-8 weeks\*
- Most recent annual document volume reported by this office: 8838

### LEGAL DESCRIPTION:

Legal description required with all real estate instruments to be recorded.

### PARCEL IDENTIFICATION NUMBERS:

Not required.

### ON-LINE SEARCHING:

Contact Infocon County Access System, 814-472-6066.

### RECORDING OFFICE STAFF

Head official: Barbara A Stringer, Recorder of Deeds  
Other officials: Bonnie Filson, First Deputy Recorder  
Peg Bulick, Deputy Recorder  
Cheryl Hasson, Deputy Recorder