

Clearfield County, Pennsylvania

US Postal Service Delivery
Attn: Real Estate Recording
Clearfield County Recorder of Deeds
P.O. Box 361
Clearfield, PA 16830

Courier Delivery
Attn: Real Estate Recording
Clearfield County Recorder of Deeds
Corner of 2nd & Market Streets
Suite 103
Clearfield, PA 16830

PHONE: 814-765-2641

FAX: 814-765-6089

MAKE CHECKS PAYABLE TO: Clearfield County Recorder of Deeds

Cashier's Check/Money Order: Required from remitters with history of bad checks.

BASIC RECORDING FEES

Deed/Mortgage	\$28.50 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. Submit only a legible copy of the first recorded page of the original mortgage with the satisfaction piece.
- Include township and borough in 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

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)	\$1.00 per document

DOCUMENTATION/RECORDING NOTES:

- Document numbering system: Book & Page & Instrument #; Book & Page (prior to 12-1-98).
- 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: Deeds & Records
- Index for Mortgages: Deeds & Records
- 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 municipality name.
- This office reports a document turnaround time of 1 week
- Most recent annual document volume reported by this office: 15532

LEGAL DESCRIPTION:

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

PARCEL IDENTIFICATION NUMBERS:

Not required.

ON-LINE SEARCHING:

www.landex.com

RECORDING OFFICE STAFF

Head official: Karen Starck, Register & Recorder
 Other officials: Maurene Inlow, Deputy