

## Fulton County, Pennsylvania

### US Postal Service Delivery

Attn: Real Estate Recording  
Fulton County Recorder of Deeds  
201 North Second Street  
Fulton County Courthouse  
McConnellsburg, PA 17233-1198

**PHONE:** 717-485-4212

### Courier Delivery

Attn: Real Estate Recording  
Fulton County Recorder of Deeds  
201 North Second Street  
Fulton County Courthouse  
McConnellsburg, PA 17233

**FAX:** 717-485-5568

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

Cashier's Check/Money Order: Not required.

### BASIC RECORDING FEES

Deed/Mortgage	.....	\$29.00 up to and including four pages
Amendment/Modification	.....	\$30.50 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 after the first four
Indexing fee	.....	\$0.50 per name after first four
Pages larger than 8 1/2" by 14"	.....	Not Accepted
Parcel numbers on deed or mortgage	.....	\$0.50 per parcel 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.
- If original mortgage is not available to make a copy of first page, include \$5.00 for office to make certified copy.

### 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)	.....	\$5.00 per document

### DOCUMENTATION/RECORDING NOTES:

- Document numbering system: Record Book & Page. Example: Record Bk 227 Pg 421
- 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 requested.
- In subsequent related documents, include references (book/page, doc#, etc.) to all prior related documents.
- Index for Deeds: Record Book
- Index for Mortgages: Record Book
- This office reports a document turnaround time of 2 weeks
- Most recent annual document volume reported by this office: 3360

### 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: Patty Suders Fix, Recorder of Deeds  
Other officials: LaDawn Hoffman, Deputy  
Thelma Reed, Deputy  
Neva Houck, Deputy