



Marshall County Clerk & Recorder

★★★★★ *Jill M. Kenyon* ★★★★★★

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MARSHALL COUNTY FLAT FEE RECORDING FEE SCHEDULE

Effective 12-3-2018 & April 4th, 2022

ORIGINALS ONLY accepted for recordation. **The daily cut-off time for recording in the office is 3:00 P.M.** Documents received after 3:00 P.M. will be recorded the following day.

E-Recording: We will accept E-Recordings until 2:00 P.M. because of balancing purposes.
Effective May 2, 2022

Predictable Fee Schedule: No Charge shall be based on page count; number, length, or type of legal descriptions; number of tax identification or other parcel identifying code numbers; number of common addresses; number of references contained as to other recorded documents or document numbers; or any other individual attribute of the document except as expressly provided in (55 ILCS 5/3-5018.1) and described below as a Non-Standard Document.

Deeds, Mortgages, Leases, Easements, UCC

Other documents pertaining to real property..... \$77.00

The fee charged under this Section shall be inclusive of all county and State fees that the county may elect or is required to impose or adjust, including, but not limited to, GIS fees, automation fees, document storage fees, and the Rental Housing Support Program State surcharge.

PLAT/ Survey 8 ½ x 11 \$77.00, 8 ½ x 14 \$80.00, 11x 17 \$90.00

(Please have the legal on a separate sheet of paper and include parcel number)

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State / Federal Liens \$11.00

The fee charged under this Section shall be inclusive of all county and State fees that the county may elect or is required to impose or adjust, including, but not limited to, GIS fees, automation fees, document storage fees.

Non- Standard Documents \$92.00

The fee charged under this Section shall be inclusive of all county and State fees that the county may elect or is required to impose or adjust, including, but not limited to, GIS fees, automation fees, document storage fees, and the Rental Housing Support Program State surcharge.

**Paper Size 8 ½ x 14 & more
8 ½ x 11 with 6 parcels or more**

Documents described as follows shall be charged additional fees:

1. A document that creates a division of a then active existing tax parcel identification number.
2. A document recorded pursuant to the Uniform Commercial Code.
3. A document which is non-conforming, as described in paragraphs (1) through (5) of Section 3-5018.
 - a. The document shall consist of one or more individual sheets measuring 8.5 inches by 11 inches, not permanently bound and not a continuous measure up to 11 inches by 17 inches shall be recorded without charging an additional fee.
 - b. The document shall be legibly printed in black ink, by hand, type, or computer. Signatures and dates may be in contrasting colors if they will reproduce clearly.
 - c. The document shall be on white paper of not less than 20-pound weight and shall have a clean margin of at least one-half inch on the top, the bottom, and each side. Margins may be used for non-essential notations that will not affect the validity of the document, including but not limited to form numbers, page numbers, and customer notations.
 - d. The first page of the document shall contain a blank space, measuring at least 3 inches by 5 inches, from the upper right corner.
 - e. The document shall not have any attachment stapled or otherwise affixed to any page.
4. A State lien or a federal lien.
5. A document making specific reference to more than 5 tax parcel identification numbers in the county in which it is presented for recording; or
6. A document making specific reference to more than 5 other document numbers recorded in the county in which it is presented for recording.

Certified Copies: \$25.00 for the first four pages and \$1.00 for each additional page.

Veteran DD 214 No Charge

Please call the office with any questions 309-246-6325 Press 2 then 1