

Vermillion County Recorder
255 S Main Street
PO Box 145
Newport, IN 47966

Phone: (765) 492-5380
Fax: (765) 492-5381

Indiana County Recorder's Fee Schedule (Effective January 1, 2021)

\$55.00 MORTGAGES:

Including Subordinate Mortgages, Re-recorded & Corrective Mortgages, and Supplemental Indentures

\$25.00 DEEDS AND OTHER INSTRUMENTS:

Including re-recorded documents, large maps and surveys, & UCC's (fee includes 1 oversize page)

\$5.00 EACH Additional pages exceeding 8 ½ X 14" within any document
(For each oversize page)

\$25.00 MECHANIC'S LIEN: (including **ONE** mail out)
\$2.00 EACH ADDITIONAL mail-out

BLANKET DOCUMENTS (See I.C. 36-2-7-10(3 & 4))

\$25.00 for the **FIRST** legal description/parcel number

\$7.00 for **EVERY** legal description/parcel number **AFTER THE FIRST**

COPIES OF RECORDED DOCUMENTS:

\$1.00 11" X 17" or smaller (per page)

\$5.00 Copies larger than 11" X 17" (per page)

\$5.00 CERTIFICATION OF A DOCUMENT

Plus **\$1.00** for each page copied for certification

WE REQUIRE A SELF ADDRESSED STAMPED ENVELOPE FOR RETURN MAIL!

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ESSENTIAL RECORDING REQUIREMENTS

ACKNOWLEDGMENTS: To entitle any conveyance, mortgage or instrument of writing to be recorded.

LEGIBILITY OF NAMES: Typed or printed under each signature exactly as signed.

NAME OF PERSON PREPARING DOCUMENT: Any document prepared or notarized in the state of Indiana.

NOTARIZED DOCUMENTS: Requires notary's county and state of residence, Commission expiration, and notary seal.

SALES DISCLOSURE FORMS: Endorsement by County Assessor prior to recording any conveyance document.

DEEDS, SURVEYS, AFFIDAVITS AND CONTRACTS must be endorsed by Auditor prior to recording

POWER OF ATTORNEY: Must record the POA authorizing the execution of a document prior to that document being recorded.

AFFIRMATION STATEMENT: Required on all documents notarized in Indiana.
Address of grantee required on all conveyances of real property

SPLIT PROPERTY requires a **SURVEY/DRAWING** for the Auditor and also to be recorded.

PARCEL NUMBERS must be on all conveyances of real property

*******EFFECTIVE JULY 1, 2017*******

CROSS-REFERENCE: The document of recording shall clearly identify on the front page the specific cross-reference to be included with the recorded document.

NON-CONFORMING FEES: No longer exist as of 7/1/2017

OVERAGE PMT: The recorder may retain up to \$3.00.

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