

## MISC. FILING

To File	\$ 5.00
Add. per notation	\$ .50

## NOTARY PUBLIC

File Certificate of Appointment or Renewal	\$ 60.00
Certification Authenticating Notary	\$ 3.00

## COPIES

Per page (3 page min)	\$ .65
Certified – add.	\$ 5.00
Exemplified – add.	\$ 10.00

## Recording Requirements:

1. All papers presented for filing or recording must be legible or otherwise suitable for copying or recording by the scanning process.
2. Notations must be clearly stated on the instrument.
3. **A stamped self-addressed envelope must be provided to return recorded documents by mail.** Please indicate the name and return address or all recorded instruments.

## Payment Policy:

1. Check or cash only, No credit cards. Please do not mail cash.
2. All personal checks must have a preprinted name and address and include a telephone number if possible.  
(No starter checks)
3. All checks in excess of \$1000 must be an Attorney's check, Title Company check, Certified check, Bank check or Money Order. Please limit all checks to no more than \$2000 total.
4. All returned checks will be charged a \$15 return check fee.

Tioga County Clerk  
16 Court Street  
PO Box 307  
Owego, NY 13827

607- 687- 8660

[www.TiogaCountyNY.com](http://www.TiogaCountyNY.com)

# SCHEDULE OF FEES



## TIOGA COUNTY CLERKS OFFICE

**ANDREA L. KLETT**

**County Clerk**

Effective March 11, 2020

**DEEDS** (Cover sheet required)

Recording	\$ 40.00
Add. per page (Document pages plus cover page)	\$ 5.00
TP-584	\$ 5.00
RP-5217 Property class 100-199, 200-299, 411C	\$125.00
All other property class codes	\$250.00
Tax Stamps	\$4.00 per Thousand
Clerk Notice Fee (Residential Deeds only)	\$ 10.00

**MORTGAGES** (Cover sheet required)

Recording	\$ 40.00
Add. per page (Document pages plus cover page)	\$ 5.00
Exemption Affidavit (if required)	\$ 5.00
½ & ¼ Mortgage Tax (3/4 of 1%)	

**MORTGAGE DISCHARGE/ASSIGNMENT**

(Cover sheet required) \*\*If more than one Mortgage Discharged per certificate, each is charged separately.

Recording	\$ 40.00
Add. per page (Document pages plus cover page)	\$ 5.00
Add. per notation	\$ .50
Each add. New Money Mort. Listed on Assignment	\$ 3.50

**MISC. RECORDINGS** (Cover sheet is required)

Recording	\$ 40.00
Add. per page (Document pages plus cover page)	\$ 5.00
Add. per notation	\$ .50
Each add. Lease Release in excess of one	\$ 3.50

**POWER OF ATTORNEY** (Cover sheet required)

Recording	\$ 40.00
Add. per page (Document pages plus cover page)	\$ 5.00

**SURVEY MAPS (LINEN OR MYLAR)**

Need 1 paper & 1 mylar copy to record	\$ 10.00
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**PASSPORTS** Please see the US Dept. of States' Passport Information Center at <http://Passports.State.Gov>

<b>TRANSCRIPT OF JUDGEMENT</b> for Filing	\$ 10.00
Issue a Transcript	\$ 5.00
Satisfaction of Judgement	No Fee

<b>CERTIFICATE OF DISPOSITION</b> for Filing	No Fee
Issue a Transcript	\$ 5.00

**CIVIL & MATRIMONIAL ACTIONS**

Index Number for Actions or Proceedings	\$210.00
Foreclosure Index Number	\$400.00
Request for Judicial Intervention (RJI)	\$ 95.00
Note of Issue	Non-Jury \$ 30.00
	Jury Demand \$ 95.00
Notice of Appeal	\$ 65.00
Motion or Cross Motion	\$ 45.00
Stipulation of Settlement/Discontinuance	\$ 35.00

<b>CERTIFICATE OF DISSOLUTION OF MARRIAGE SEPERATION AGREEMENT/ MEMORANDUM</b>	\$ 5.00
	\$ 5.00

<b>LIS PENDENS</b> (in addition to Index Number)	\$ 35.00
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**LIENS**

Mechanics Lien	to File \$ 15.00
	Affidavit of Service \$ 5.00
	Discharge No Fee
Notice of Lending	\$ 15.00
Building and Loan Agreement	\$ 25.00

**DBA-BUSINESS CERTIFICATE**

	To File \$ 25.00
	Discontinuance No Fee

**UCC FEES**

	to File \$ 40.00
	Amend \$ 40.00
	Continue \$ 40.00
	Terminate \$ 40.00

**UCC SEARCH**

	\$ 25.00
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