

KRISTY A. MASCHING, COUNTY CLERK AND RECORDER

**P.O. Box 618
Pontiac, IL 61764
(815) 844-2006**

kmasching@livingstoncountyil.gov

April 28, 2023

NOTICE

TO ALL PERSONS RECORDING DOCUMENTS IN THE LIVINGSTON COUNTY CLERK & RECORDER'S OFFICE

Pursuant to the enactment of Public Act 102-1135 by the General Assembly, requiring a \$9.00 increase to the Rental Housing Support Surcharge ("RHSPS") on both the traditional fee schedule and the predictable fee schedule (County Code Sections 55/ILCS 5/3-5018 and 5018.1) and Resolution #2023-04-24 passed by the Livingston County Board on April 13, 2023; **the RHSPS fee will increase from \$9.00 to \$18 on July 1, 2023.**

**ALL DOCUMENTS RECEIVED IN OUR OFFICE ON
JULY 1, 2023 AND AFTER MUST INCLUDE THE
INCREASED RHSPS FEE OR THE DOCUMENTS
WILL BE RETURNED TO THE SUBMITTER.**

Recording fees include a charge for General Fund/Recording, a \$20.00 charge for the Geographic Information System (GIS), a \$12.00 charge for County Recorder's Automation Fund, a \$5.00 charge for County Recorder's Document Storage Fund and may include an \$18.00 surcharge for the Rental Housing Support Program Act (County Code Sections 55/ILCS 5/3-5018 and 5018.1).

NOTE: The \$18.00 Rental Housing Support Program surcharge does not apply to public utility easements and documents recorded by state or local government agencies.

The Schedule of Recording Fees, available on request or on the county website (www.livingstoncountyil.gov), reflects the increased fee imposed by the Illinois General Assembly.

KRISTY A. MASCHING, COUNTY CLERK AND RECORDER
Livingston County Historic Courthouse
112 W Madison Street
P.O. Box 618
Pontiac, IL 61764
(815) 844-2006

SCHEDULE OF OFFICE/RECORDING FEES
(Effective July 1, 2023)

WE ACCEPT ONLY ORIGINAL INSTRUMENTS OR CERTIFIED COPIES FOR RECORDING

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STANDARD DOCUMENT (55 ILCS 5/3-5018) **\$72.00**

- 8 ½” X 11” Separate sheets
- Black ink
- Minimum 10 point type
- 3” X 5” blank space in upper right corner of first page
- A page may not have anything affixed to it with tape, glue, label, etc., however, pages may be stapled together
- Up to five references

EXEMPT STANDARD DOCUMENT (55 ILCS 5/3-5018) **\$54.00**

- City, Village, County and Secretary of State documents exempt from Rental Housing Support Program Surcharge

<u>NON-STANDARD DOCUMENT (55 ILCS 5/3-5018)</u>	\$85.50
<ul style="list-style-type: none"> • Any document failing to meet the requirements listed under Standard Document • Applicable to documents dated after July 1, 1995 	
<u>EXEMPT NON-STANDARD DOCUMENT (55 ILCS 5/3-5018)</u>	\$67.50
<ul style="list-style-type: none"> • City, Village, County and Secretary of State documents exempt from Rental Housing Support Program Surcharge 	
<u>STATE/FEDERAL LIENS & RELEASES (770 ILCS 110/5)</u>	\$11.00
<ul style="list-style-type: none"> • Additional names per lien, certificate, notices and releases 	\$ 1.00
<u>UCC-1, UCC-3 AND TERMINATION STATEMENTS</u>	
<ul style="list-style-type: none"> • Uniform Commercial Code Filings Per Public Act 89-503 • RHSPS Fee not applicable to UCC'S 	\$54.00
<u>PLATS OF CONDOMINIUM/SUBDIVISION (765 ILCS 205/2)</u>	\$112.00
<ul style="list-style-type: none"> • Original (maximum 30" x 36") and 3 copies to be retained by Recorder, Plus 1 – 11" x 17" paper copy 	

VITAL RECORDS

CERTIFIED COPIES – Request must include a copy of photo ID

Birth – first copy	\$18.00
Additional copies at same time	\$ 8.00
Death – first copy	\$22.00
Additional copies at same time	\$10.00
Marriage – first copy	\$16.00
Additional copies at same time	\$ 8.00

GENEALOGY SEARCHES

Exact date provided - charge for genealogical/ non-certified copy only	\$ 3.00
Exact date <u>not</u> provided - minimum, non-refundable search fee through first five years searched (per name - includes one (1) genealogy copy)	\$10.00
Additional years searched after first five (per name - payment required before records released)	\$ 1.00

MISCELLANEOUS

ASSUMED BUSINESS NAME CERTIFICATES

Filing fee/Supplemental filing fee/Name Changes	\$14.00
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<u>BOND CERTIFICATIONS</u> - (effective 8/11/2005)	\$ 1.00
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CERTIFIED COPIES

Deeds, Mortgages, Releases, etc.	\$ 8.00
2 or more copies (at same time) – per copy	\$ 2.00
Map, Plats, Condo, etc.	\$ 5.00

DD214'S/VETERAN'S DISCHARGE RECORDS

To record a discharge record/records for Veteran	No Charge
Certified Copies (for subject Veteran)	No Charge
Certified Copies (Veteran's dependents or person with written Authorization from Veteran or Veteran's dependents)	\$ 1.25

<u>HOMESTEAD EXEMPTION PURPOSES</u> - Xerox or microfilm copy of deed	\$ 1.00
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MARRIAGE LICENSE (Cash Only per Statute) **\$50.00**

MICROFILM - PER DOCUMENT

Single Page **\$ 1.00**
Double Page **\$ 2.00**
Triple Page **\$ 3.00**
Each extra sheet, same document – per page **\$ 1.00**

TAX REDEMPTIONS (Per Parcel)

Regular **\$89.00**

VOTER RECORDS

First twelve (12) pages **\$ 6.00**
After first twelve (12) pages – per page **\$.25**
Mailing labels - initial flat fee **\$ 5.00**
After initial flat fee – per label **\$.02**

XEROX

Customer's master, each side – per page **\$.15**
Customer's master, customer's paper, each side – per page **\$.10**
Our records - deeds, mortgages, etc. (8.5 x 11 & 8.5 x 14) – per page **\$ 1.00**
Our records – deeds, mortgages, etc. (8.5 x 17) per page **\$ 3.00**
Our records - birth, death, marriage (*Genealogy Only*) **\$ 3.00**

Standard Document Types

\$72.00

Affidavit
Assignment
Cemetery Deed
Quit Claim Deed
Trustee's Deed
Executor's Deed
Easement
Mechanic's Lien
Lis Pendens/Foreclosure
Memo
Modification
Modification Extension
Monument Record
Mortgage
Plat of Survey (reg. plat of survey 8 1/2"x11", not a new subdivision or condominium)
Release
Right of Way
Subordination Agreement
Transfer on Death
Termination
Termination Lease
Warranty Deed

Exempt Standard Document Types

\$54.00

(Does not receive the RHSP fee charge of \$18.00)

Annexation – Municipal
Cemetery Deed - Municipal
Easement – Utility or Municipal
Lien - Municipal
Memo of Judgment/Release of Memo of Judgment
Notice of Probate and Release of Interest
Ordinance - Municipal
Power of Attorney
Resolution - Municipal
Right of Way – County/Utility/Municipal
UCC Financial Statement
UCC Amendment
UCC Continuation
UCC Termination

Non-standard Document Types

\$87.50

Any Document that does not meet the requirements listed under Standard Document

Standard Document Requirements Consist Of:

- 8 ½" x 11" separate sheets
- Black Ink
- Minimum 10 point type
- 3" x 5" blank space in upper right corner of first page
- A page may not have anything affixed to it with tape, glue, label, etc., however, pages may be stapled together
- Up to five references, in any one of the categories listed: Parcel Numbers, Associated Reference Numbers.

Non-standard Exempt -

\$67.50

(Does not receive the RHSP fee charge of \$18.00)

Plats of Condominium/Subdivisions

\$112.00