

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

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 (55ILCS 5/3-5018).

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

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 (up to 5 Parcel Identification Numbers or up to 5 other referenced document numbers previously recorded in the county) If more of either, document is considered Non-Standard.

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
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
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

BOND CERTIFICATIONS - (effective 8/11/2005) **\$ 1.00**

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
Certified Copies (for subject Veteran) **No Charge**

Certified Copies (Veteran’s dependents or person with written
Authorization from Veteran or Veteran’s dependents) **No Charge**

\$ 1.25

HOMESTEAD EXEMPTION PURPOSES - Xerox or microfilm copy of deed **\$ 1.00**

MARRIAGE LICENSE (cash only) **\$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

NOTARY CERTIFICATES

In person & by mail	\$14.00
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TAX REDEMPTIONS (Per Parcel)

Regular	\$89.00
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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 (<i>Genealogy Only</i>)	\$ 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 ½"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

\$85.50

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

