

**Marshall County
Real Estate Recording**

VICKIE LOWERY – DIVISION SUPERVISOR

PHONE: 256-571-7767, Extension 208 (CST)

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U. S. Postal Service Delivery:

Attn: Real Estate Recording
Marshall County Judge of Probate
425 Gunter Avenue, Suite 110
Guntersville, AL 35976

Courier Delivery:

Attn: Real Estate Recording
Marshall County Judge of Probate
425 Gunter Avenue, Suite 110
Guntersville, AL 35976

Make checks payable to: Marshall County Judge of Probate (Cashier's check/money order requirement: Not required.)

BASIC RECORDING FEES:

Deed/Deed of Trust/Mortgage..... \$9.00 for the first page
Amendment/Modification..... \$9.00 for the first page
Subordination (One reference requested)..... \$9.00 for the first page (No fee for 2nd reference)
Assignment..... \$12.00 for the first page
Release/Satisfaction..... \$12.00 for the first page

ADDITIONAL RECORDING FEES (Add all fees that can apply):

Additional pages and attachments..... \$3.00 per additional page
Indexing fee..... \$1.00 per name over two for each party (note1)
Multiple assignments or releases..... \$3.00 per reference after first

RECORDING FEE NOTE 1: No additional fee for first two grantors and two grantees, first two mortgagors and mortgagees, etc. The fee applies to names above two in either category on Deeds, Mortgages and Release of Mortgage.

RECORDING FEE NOTE 2: Leave 2 inches blank on top of first page for recorder's information.

TRANSFER/FINANCING FEES/TAXES:

Deed Tax..... \$0.50 per \$500 or fraction thereof of consideration
Mortgage Tax..... \$0.15 per \$100 or fraction thereof financed
Tax Exempt Entity..... \$1.00 "No Tax Collected" fee

Before recording a deed, obtain a slip showing value of property from Revenue Commissioner to use in tax computation.

REAL ESTATE SEARCHES, COPIES AND CERTIFICATION: This office does not perform any searches of real estate records.

Fee for copies (made by office & mailed)..... \$1.00 per page
Certification fee (in addition to applicable copy fees) \$0.50 per document

DOCUMENT/RECORDING NOTES/QUESTIONS:

Document referencing system: [Date plus] **Book & Page**. (Format example: **Book 1184, Page 118**)
In subsequent related documents, include references (book/page, doc#, etc.) to all prior related documents.
Blanket assignments are accepted. Max 10 per document. Fee \$3.00. Blanket releases are accepted. Max 10 per document. Fee \$3.00
Originals of real estate documents are always returned after recording
Average time to return documents after recording: 2 days
SASE: A self addressed stamped return envelope of the proper size is required.
Percentage of documents returned to the submitter **for correction, or due to wrong fee: 20%**

LEGAL DESCRIPTION: Legal description required only with deeds and mortgages (trust deeds)

PARCEL IDENTIFICATION NUMBERS: Are parcel identification numbers required on documents? **No**

CONFORMED COPIES: (defined as a document copy submitted with the original for unofficial confirmation of receipt)
Accepted.