

Washington County  
State of Arkansas



Bette Stamps  
Circuit Clerk  
Ex-officio Recorder

280 North College, Suite 302  
Fayetteville, Arkansas 72702  
E-mail: bstamps@co.Washington.ar.us  
(479) 444-1538  
(479) 444-1537 (fax)

## UNIFORM FILING FEES AND COURT COSTS

*EFFECTIVE July 31, 2009*

Recording fees of Deeds, deeds of trust, mortgages, release deeds, powers of attorney, plats, survey plats, notary bonds, foreign judgments within the state, Lis Pendens, material man's liens and any recordable instruments. UCC's filed in Land Records must be notarized and have legal description.

.....\$15.00 for the 1<sup>st</sup> page, one (1) side only, and \$5.00 for each additional page

Recording mortgage assignments, mortgage releases, and other instruments when *multiple instruments are listed* in a single document, an *additional fee of \$15.00 per instrument listed* (not to exceed \$300.00.) (Act 615 of 2007)

Mortgagee's or Trustee's Notice of Default and Intention to sell pursuant to 18-50-104 \$140.00 (Act 663)  
Plus .....\$15.00 for the 1<sup>st</sup> page, one (1) side only, and \$5.00 for each additional page

Requirements: (1) Original instrument on 8 1/2 X 11 paper (2) 2 1/2" margin at right top of 1<sup>st</sup> page (3) 1/2" margin on sides & bottom of all pages (4) 2 1/2" margin at bottom of last page (5) Title of document (6) name of grantor and grantee (7) Acknowledged in accordance with 16-47-207 with Signatures Notarized (8) be legible (9) address for tax statement (10) Name of person who prepared instrument (11) Revenue Stamps on Warranty Deeds (12) Self addressed, stamped envelope for return. 14-15-402 (b) (1)

*If requirements of 14-15-402 (b) (1) are waived for good cause, additional fee of \$25.00*

Plat and survey requirements: Surveys- (No larger than 18X24 w/ copy reduced to 8 1/2x 11 for scanning)  
Owner name on the Survey Plats- (No larger than 18X24) 2 originals with original signatures. No MYLAR.

Certified copy..... \$ 5.00  
Copies per page ..... 15¢  
Certified copy of entire file.....\$ 5.00  
+ 15¢ per page  
Certificate of Notary..... \$ 5.00  
Certificate of Authentication.....\$ 5.00  
Certificate of Assessment or any other  
instrument not specified .....\$ 8.00  
Bond in Contest.....\$12.00  
Writs (of any kind).....\$20.00

UCC Statements, UCC Continuation, Assignment, and Amendments are to be filed with the Secretary of State.

UCC Releases are to be filed with the county and the Secretary of State. .....\$6.00

Subpoena for out of state case.....\$ 2.50

*If you need a search, we will be happy to show you how to use our computer system.*

### COURT FILING FEES

Act 475 and Act 328

Circuit Suits .....	\$165.00	Criminal Appeals.....	\$165.00
Domestic Relations.....	\$165.00	Civil Appeals.....	\$165.00
Reopening of Domestic Relations.....	\$ 50.00	Transfer from another county	
Non-Judicial Foreclosures.....	\$140.00	In Arkansas.....	\$ 50.00

26-60-110 Recordation of Deeds States:

The instrument has stamped thereon or attached thereto, in a manner which will cause it to be recorded as a part of the instrument, the following statement:

*"I certify under penalty of false swearing that the legally correct amount of documentary stamps have been placed on this instrument."*

This statement shall be signed by the grantee or his agent, and the grantee's address shall be clearly shown on the instrument.

The county recorder of deeds shall not record any instrument whereon documentary stamps are attached in such manner that the amount printed on each stamp is not visible.

26-60-111 Filing Deed in violation – False information – Penalties.

## Notice – we need your help!

It is ***your responsibility*** to furnish us with the proper information to index your documents correctly. You and only you know how the property is to be conveyed. We cannot interpret a document if the information supplied to us is unclear or not legible. In order to best serve you and the public we must have your assistance. The ***first page*** of each document filed in Real Estate needs to have the following in ***bold print***.

Title of Document: **WD, MTG, REL, etc (bold print)**

Grantor and Grantee: must be legible and identified as **grantor or grantee with names in bold print**.

Legal description: we will **not** search throughout the document for the legal. It needs to be on the first or second page....not scattered in the document. Otherwise it will not be indexed, creating a problem for a later search.  
**(Bold print)**

Reference number: **Book and page or instrument number**. This is very important for Releases, assignments, etc. There must be a legal description on all documents filed in real estate. **(bold print)**

It is hard to interpret some documents so this is a protection for you as well as us. We **cannot** search throughout the document for this information nor can we second **guess** as to the information.