



## SCHEDULE OF RECORDING FEES

Last revised: February 1, 2015

**Effective until November 30, 2017**

18 N County St – 6<sup>th</sup> Floor  
Waukegan, IL 60085-4358  
Phone: (847) 377-2575  
FAX: (847) 984-5860

**Fees include a \$10.00 charge for Automation Fund, a \$7.00 charge for Geographic Information System (GIS) Fund and a \$10.00 surcharge for the Rental Housing Support Program Act (55 ILCS 5/3-5018)**

**NOTE: The \$10.00 Rental Housing Support Program surcharge does not apply to public utility easements and documents recorded by Federal, State or Local government agencies.**

### STANDARD DOCUMENT (55 ILCS 5/3-5018)

8.5x11 inch separate sheets, black ink, minimum 10 point type, 3x5 inch blank space in upper right corner of 1st page. A page may not have anything affixed to it with tape, glue, etc., however, pages may be stapled together.

Documents up to four pages	\$39.00
Additional pages or riders	\$1.00 each
Additional references (document numbers, PIN's, addresses and/or names)	\$1.00 per each reference

### NON-STANDARD (applies to documents dated after 7/1/95)

Non-standard documents up to four pages	\$51.00
Additional pages	\$2.00 each
Additional references (document numbers, PIN's, addresses and/or names)	\$1.00 per each reference

### ASSIGNMENTS of MORTGAGES, LEASES OR LIENS

Documents up to four pages	\$39.00
Additional pages or riders	\$1.00 each

### BLANKET ASSIGNMENT (more than one)

Documents up to four pages	\$39.00
Additional pages or riders	\$1.00 each
Additional mortgages being assigned	\$7.00 each

### STATE / FEDERAL LIENS & RELEASES (770 ILCS 110/5)

Per document	\$11.00
Additional names or references	\$1.00 each

### ARTICLES OF INCORPORATION & SECRETARY OF STATE FORM FILINGS

Documents up to four pages	\$29.00
Additional pages or riders	\$1.00 each



## SCHEDULE OF RECORDING FEES (cont'd)

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### **PLATS (765 ILCS 205/2)**

*Must be at least 8½" x 14", but no larger than 30" x 36"*

#### SUBDIVISION PLATS

First page	\$77.00
Additional pages	\$1.00 each

#### CONDOMINIUM DECLARATION / AMENDMENT / SUPPLEMENT

Documents up to four pages	\$39.00
Additional pages	\$1.00 each
Condominium plat exhibit – first page	\$50.00
Additional condominium plat exhibit pages	\$1.00 each

#### PLATS OF SURVEY (no more than 2 lots or parcels)

As a separate document	\$39.00
As exhibit	\$12.00
Additional pages	\$1.00 each

#### OTHER PLATS (Easement, Vacation, Dedication, Annexation, Plans, etc)

As a separate document	\$39.00
As exhibit	\$12.00
Additional pages	\$1.00 each



## SCHEDULE OF COPY FEES

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### FEES FOR COPIES

Document copied on letter (8½" x 11"),  
legal (8½" x 14") or ledger (11" x 17") paper \$1.00 per page

- *This includes printed screen shots, search result summary pages or similar.*
- *This also includes any documents/pages, such as tax bills, tax maps, etc printed from Ascend or other Lake County computer applications at our public search area or front counter terminals*

### COPIES OF PLATS

Plat copied on 8½" x 18", 11" x 18", 17" x 18", 22" x 18" or  
24" x 18" paper (whether full-size or enlargement) \$5.00 per page

Full-size plat copy (anything over 18" x 24") \$5.00 per page

Individual plat image sent via e-mail (TIF or PDF format) \$5.00 per image (page)

Individual plat image via CD-ROM or FTP download (TIF  
or PDF format) on a regular basis (i.e. daily, weekly or  
monthly) \$10.00 CD/FTP production fee  
plus  
\$5.00 per image (page)

### COPIES OF REAL ESTATE TRANSFER TAX DECLARATION FORMS (PTAX-203)

All PTAX-203 Real Estate Transfer Tax Declaration forms  
for deeds recorded since May 1, 2002 are now available \$1.00 per page

### DIGITAL IMAGES ON CD-ROM OR FTP DOWNLOAD

Processed by complete recording date (TIF format) \$.31 per document

### CERTIFIED COPIES (55 ILCS 5/3-5018)

*NOTE - Large quantity orders may require a \$10.00 processing fee*

Documents up to four pages \$29.00

Additional pages \$1.00 each

Plats \$10.00

### CERTIFICATES OF DISCHARGE SERVICE RECORDS - DD214's

Recording No charge

Copies (regular or certified) No charge

*No additional postage costs will be charged*



## SCHEDULE OF UCC FEES

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### UNIFORM COMMERCIAL CODE FILINGS

*per Public Act 89-503 (effective January 1, 1997)*

#### **UCC-1**

Original filing of Financing Statement

#### **UCC-3's**

Amendments

\$37.00 per document \*\*

Assignment of Security Interest

Continuations

Partial Release of Collateral

### TERMINATION STATEMENTS

Per document

\$22.00 each \*\*

Per additional reference

\$5.00 each

### SEARCH REQUEST

#### **UCC-11**

\$10.00 per debtor/address

### COPIES

Regular copies

\$1.00 per page

Certified copies

same as recording fee

**\*\* Fees include a \$10.00 charge for Automation Fund and a \$7.00 charge for Geographic Information System (GIS) Fund (55 ILCS 5/3-5018)**



## SCHEDULE OF RECORDING FEES

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**Fees include a \$15.00 charge for Automation Fund, a \$23.00 charge for Geographic Information System (GIS) Fund and may include a \$10.00 surcharge for the Rental Housing Support Program Act (55 ILCS 5/3-5018)**

**NOTE: The \$10.00 Rental Housing Support Program surcharge does not apply to public utility easements and documents recorded by Federal, State or Local government agencies.**

### STANDARD DOCUMENT (55 ILCS 5/3-5018)

- 8½” 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, etc., however, pages may be stapled together
  - Up to five references
- \$60.00**

### EXEMPT STANDARD DOCUMENT (55 ILCS 5/3-5018)

- City, village, county and Secretary of State documents exempt from Rental Housing Support Program surcharge
- \$50.00**

### NON-STANDARD DOCUMENT (55 ILCS 5/3-5018)

- Any document failing to meet the requirements listed under STANDARD DOCUMENT
  - Applicable to documents dated after July 1, 1995
- \$72.00**

### STATE / FEDERAL LIENS & RELEASES (770 ILCS 110/5)

- Additional names or references - \$1.00 each
- \$11.00**

### PLATS (765 ILCS 205/2)

- Must be at least 8½” x 14”, but no larger than 30” x 36”
- \$72.00**

### UCC-1, UCC-3 and TERMINATION STATEMENTS

- Uniform commercial code filings per Public Act 89-503 (effective January 1, 1997)
- \$72.00**

### UCC-11 SEARCH REQUEST

**\$10.00**  
per  
debtor/address



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*NOTE - Large quantity orders may require a \$10.00 processing fee*

Standard Documents \$50.00

Non-Standard Documents \$62.00

UCC Documents Same as recording fee

### CERTIFICATES OF MILITARY DISCHARGE SERVICE RECORDS - DD214's

Recording No charge

Copies (regular or certified) No charge

*No additional postage costs will be charged*