

Woodford County
Clerk & Recorder
Dawn L. Kupfer

Amended Predictable Fee
Recording Schedule
Effective January 1, 2025

115 N. Main Street
Room 202
Eureka, IL 61530
309-467-2822

Governor Pritzker signed HB3036 into law which is now PA 102-1135-RHSP Fee Increase, as well as the County conducted a Cost Study, and the following fees will go into effect July 1, 2023. The Recording Fees include a \$15.00 charge for Automation Fund, and \$21.50 charge for Geographic Information System (GIS) Fund and may include a \$18.00 surcharge for the Rental Housing Support Program Act (55 ILCS 5/3-5018).

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

NOTE: DOCUMENTS RECEIVED AT 4:00 PM OR AFTER WILL BE RECORDED THE FOLLOWING BUSINESS DAY.

STANDARD DOCUMENT (55 ILCS 5/3-5018)

\$73.00

- 8 1/2" X 11" separate sheets and must be on white paper.
- Documents must be a minimum of 12-point type or legibly printed in black ink. Signatures and dates may be in contrasting colors if they reproduce clearly.
- The document must have clean margins of at least 1/2" on the top, bottom and on each side.
- 3" x 5" blank space in upper right corner of first page.
- Pages may not have anything affixed to it with tape, glue, label, etc., however, pages may be stapled together.
- Up to five references of either a Parcel Pin Number (Property Index Number) or Document Number.
- Note: Parcel Identification numbers and a Common Address are required on all documents.

GOVERNMENT (NO RHSP FEE) 55 ILCS 5/3-5018.2

\$55.00

- Units of local government, State Agency or public utility as defined in section 3-105 of the public utilities act, City, village, county, and Secretary of State, IDOT, Dept of Health & Family Services, Illinois Attorney General, Illinois Lottery, school districts, and Colleges/Universities.

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

\$86.00

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

GOVERNMENT NON-STANDARD (55 ILCS 5/3-5018.2)

\$68.00

FEDERAL LIENS & RELEASES (770 ILCS 110/5)

See Recorder

PLATS (765 ILCS 205/2)

\$104.00

- Must be at least 11" x 17", but no larger than 24" x 36"
- Please note we retain (4) paper copies at the time of recording, any additional copies will be file stamped and returned at time of recording.

NON-STANDARD PLATS

- Any plat with more than (5) Parcel Nos. (PIN) or more than (5) Legals/Lots; or with additional attachments. **\$155.00**

UCC-1, UCC-3 AND TERMINATION STATEMENTS

\$51.00

- Uniform commercial code filings per Public Act 89-503

FEES FOR COPIES

- Document copied on page 8 ½" x 11" & 8 ½" x 14" **\$1.00 per page**
11" x 17" **\$1.25 per page**
- WE ONLY MAIL OUT CERTIFIED COPIES IF A DOCUMENT NUMBER IS PROVIDED-WE **DO NOT** FAX/EMAIL ANYTHING NOR DO WE PERFORM ANY TYPE OF SEARCH!!!!!!

COPIES OF PLATS

- Plat copied on 18" x 24" **\$3.25 per plat**
- Full-size plat copy 24" x 36" **\$5.75 per plat**
- Please note: Only recorded plats can be reproduced.

CERTIFIED COPIES (55 ILCS 5/3-5018)

- Standard Documents (less RHSP Fee) **\$55.00**
- Non-Standard Documents (less RHSP Fee) **\$68.00**

CERTIFICATES OF MILITARY DISCHARGE SERVICE RECORDS – DD214'S

- Recording **No Charge**
- Copies (regular or certified) **No Charge**

The Woodford County Clerk & Recorder's Office accepts cash or check when conducting business in the Office. Please note that there is a \$25.00 NSF charge for each returned check. Please note that we are no longer refunding charges in excess of recording fees. A check for the exact amount needs to be provided for any recording.

NO LEGAL ADVICE, OPINIONS OR LEGAL DESCRIPTIONS WILL BE GIVEN BY THE RECORDERS STAFF EITHER IN PERSON OR BY TELEPHONE. THANK YOU!