

Indexing Guide

Pursuant 14-8-15: No county clerk shall receive any instrument of writing for filing or record unless the fees for such filing and recording have first been paid. Unless otherwise specified by law, the county clerk shall collect a recording fee of twenty-five dollars (\$25.00) for each document filed or recorded by the county clerk. If a document being filed or recorded contains more than ten entries to the county recording index, the county clerk shall collect an additional fee of twenty-five dollars (\$25.00) for each additional block of ten or fewer entries to the county recording index from the document.

Grantor & Grantee= every name indexed counts as one entry for indexing.

John Doe and Jane Doe husband and wife =2

John Doe, Individually and Attorney in Fact for Jane Doe =2

John Doe Attorney in fact for Jane Doe =1

Jane Doe, AKA Jane Louise Doe =1

Jane Doe, AKA Jane White =2

Jane Doe-White =1

Jane Doe, Personal Representative of the Estate of James Doe =1

Legal Descriptions =subdivide lots=ALL LOTS WITH IN THE SAME BLOCK ARE 1 ENTRY

Lots 1,2,3 Block 7 in Tyler Addition =1 Entry

All of Block 7 in Tyler Addition =1 Entry

Lot 1 Block 7 Lot 8 Block 8 in Tyler Addition =2 Entries

Legal Descriptions = Non Subdivided =ALL PARCELS WITHIN THE SAME SECTION ARE 1 ENTRY

SE1/4 of Section 6 Township 25N Range 36E =1 Entry

S1/2NE1/4, SE1/4SW1/4 Section 6 Township 25N Range 36E=1 Entry

Section 6, Section 8 Township 25N Range 36E =2 Entries

NOTE: EACH SECTION OF LAND IS 1 ENTRY

Additional related entries such as additional mortgages or oil & gas leases or release or assignments, associated recorded documents should be treated as **INDIVIDUAL ENTRIES**

Please contact the County Clerk Office for exact amount to file a recording.