

HOW TO REACH US

County Clerk
Joseph A. Jastrzemski
716-439-7022

First Deputy County Clerk
Matthew L. Parish
716-439-7022

Recording Desk
716-439-7022

File Room
716-439-7029

Search Department
716-439-7031

Pistol Permit
716-439-7122

Real Property
716-439-7077

MAILING ADDRESS
P.O. Box 461
Lockport, NY 14095-0461

OFFICE HOURS
9 a.m. - 5 p.m.
RECORDING HOURS
9:30 a.m. - 4:30 p.m.
Telephone: 716-439-7022
Fax: 716-439-7066

INTERNET OFFICE
General Information
www.niagaracounty.com

Land & Court Records
www.searchiqs.com

MORTGAGE RECORDING TAX

SINGLE OR DOUBLE DWELLING

Mortgagor - 1/2 of 1% for first \$10,000
or total amount secured, 3/4 of 1% of
everything over \$10,000

Mortgagee - 1/4 of 1% of the total amount
secured

*One or two family dwelling statement must appear on
the mortgage*

MULTIPLE DWELLINGS (3-6 RESIDENCES)

Mortgagor - 3/4 of 1% of total amount secured
Mortgagee - 1/4 of 1% of total amount secured

MORE THAN 6 RESIDENTIAL DWELLING OR ALL COMMERCIAL OR VACANT LAND

1% of the total amount secured all payable
by the mortgagor

NOTE:

Total amount secured is rounded off to the nearest hundred

DEPARTMENT OF MOTOR VEHICLES

THREE CONVENIENT LOCATIONS

Lockport:	111 Main Street
Niagara Falls:	Trott Access Center 1001 11 th St.
North Tonawanda:	500 Wheatfield St.

BRANCH HOURS

All branches are open Monday - Friday
9:00 a.m. - 4:30 p.m.

Please visit Niagara County DMV web page
for more information

NIAGARA COUNTY CLERK'S OFFICE



FEE SCHEDULE



Joseph A. Jastrzemski
NIAGARA
COUNTY CLERK

BUSINESS CERTIFICATES**ASSUMED NAME OR PARTNERSHIP**

File Certificate/Amend	25.00
File Discontinuance	No Fee
File Incorporation Papers	25.00
File Add'l Corp Papers	5.00
Forms	1.00

CIVIL ACTIONS

Issuance of Index Number	210.00
Third Party Index Number	210.00
Foreclosure Index Number	400.00
Request for Judicial Intervention	95.00
Note of Issue	30.00
Jury Demand	65.00
Notice of Appeal	65.00
Dissolution of Marriage	5.00
Separation Agreement	5.00
Motion or Cross Motion	45.00
Small Claims Assessment Review	30.00
Stipulation of Settlement or Voluntary discontinuance	35.00
Trial De Novo	75.00

COMMISSIONER OF DEEDS

File Certificate of Appointment	10.00
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COPIES

To prepare each record — per page	.65
Minimum	130
To certify prepared record — per page	1.25
Minimum	5.20
To prepare and certify — per page	1.25
Minimum	5.00
Exemplification	10.00
(IN ADDITION TO FEE FOR CERTIFICATION)	
Marriage Record	5.00
(PREPARE AND CERTIFY)	

CRIMINAL SEARCHES

Per name every two years searched	5.00
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DEEDS

Lease, easement, power of attorney, release of lien of estate tax, assignment of oil /gas leases, assignment of leases and/or rent, affidavit and any other recorded instrument.	
Record (include cover page)	33.00
Plus 3.00 per page	
Plus .50 notations	
Transfer Tax Affidavit (TP-584)	5.00
(Transfer Tax is \$4.00 per \$1,000)	
RP5217	
Agricultural or Residential	125.00
All others	250.00

JUDGMENTS

Transcript of Judgment	
Filing	10.00
Issue Transcript	5.00
Income/Property Execution	5.00
Certificate of:	
Disposition, cancellation, vacating	
To issue	5.00
To file	No Fee
Satisfaction of Judgment	No Fee
Statement of Judgment	45.00

LIENS

Building Loan	25.00
Certificate of Deposit	5.00
Condominium Liens	15.00
Discharge	No Fee
Federal Abstract of Judgment	40.00
Federal Tax Lien	40.00
Satisfaction Federal Tax Lien	40.00
Hospital Lien	5.00
Lis Pendens	
(\$400 for index number .50 per name)	35.00
Mechanics Lien	
Filing	15.00
Discharge	No Fee
Afdvt of Service	5.00
Satisfaction	No Fee
Notice of Lending	15.00
Wage Assignment	5.00

MAPS

Subdivision or Special	
Filing	10.00
Prepare a Copy	5.00 per page

MORTGAGES

Record (include cover page)	33.00
plus \$3.00 per page	
Assignment (include cover page)	33.00
plus \$3.00 per page	
and .50 notations	
Mortgage Agreements all types	33.00
(include cover page)	
plus \$3.00 per page	
and .50 notations	
Discharge (include cover page)	33.00
include cover page	
plus \$3.00 per page	
and .50 notations	

Release of part of mortgaged premises	33.00
include cover page	
plus \$3.00 per page	
and .50 notations	
Estoppel Certificate	33.00
include cover page	
plus \$3.00 per page	
and .50 notations	
Mortgage Tax Exempt. Affidavit	5.00

NOTARY PUBLIC

Renewal	60.00
File Certificate of Official Character	10.00
Issue Certificate of Official Character	5.00
Authentication Certificate	3.00

OATH OF OFFICE

No Fee

PASSPORTS

Co. Clerk Processing Fee	35.00
U.S. Dept. of State Passport Book	Adults 130.00
	Children 100.00
U.S. Dept. of State Passport Card	Adults 30.00
	Children 15.00
Photo	10.00

PISTOL PERMIT

Permit Application	10.00
Pistol Acquired	3.00
Permit ReIssued	5.00
Permit Duplicate	5.00
Dealer License	10.00
Pistol Permit Photo (per photo)	4.00
Gunsmith License	10.00

UCC UNIFORM COMMERCIAL CODE

Any statement pertaining to real property	40.00
UCC11 written search request	25.00
Copies (per document)	5.00