

KANSAS REGISTER OF DEEDS

FEE SCHEDULE

(Effective 7/01/2014)

All fees are due and payable prior to recording.

For the following documents received and filed on and after January 2, 2020

**All fees will be based on the date that the documents are received in our office, not the date the documents are executed.*

**The Mortgage Recording Fee Cap Affidavit will count as a page when calculating fees.*

Section 14, K.S.A. 2013 Supp. 28-115 is hereby amended to read as follows: 28-115. (a) The Register of deeds of each county shall charge and collect the following fees:

- \$21.00 For recording Deeds, Mortgages, or other instruments of writing, for the first page (not to exceed legal size page 8 ½ x 14") *
- \$17.00 For second page and each additional page or fraction thereof *
- \$20.00 Recording Real Estate Mortgage assignment or release for the first page *
- \$ 4.00 For second page and each additional page or fraction thereof of assignment or release*
- \$32.00 Recording of town plats, for each page
- \$13.00 Certificate. Certifying any instrument of record
- \$12.50 Acknowledgement of signature
- \$17.00 For filling liens for materials and services under K.S.A. 58-201
- \$ 5.00 Lis Pendens K.S.A. 60-2201
- \$32.00 Federal tax Lien Notices
- \$32.00 Federal Tax Lien Release
- \$71.00 K.S.A. 44-717 (e)(1) Employment Security Law Lien Release (first page only, additional fees apply for second and additional pages and fractions thereof)
- \$ 0.00 K.S.A. 39-709(g) Medical Assistance Lien due at time of filing (first page only, additional fees apply for second and additional pages and fractions thereof) **
- \$ 0.00 K.S.A. 39-709(g) Medical Assistance Lien Assignment or release for the first page**

**includes Heritage Trust Fund for the State of Kansas, County Clerk, County Treasurer and Register of Deeds Technology Fund.*

*** No fee shall be charges or collected for any filing made by the secretary of health and environment or the secretary's designee pursuant to K.S.A 28-115 ©. If its unclear the person requesting the filing is the secretary's designee, standard filing fees shall be collected.*

If sufficient space is not provided for the necessary recording information and certification on a document, such information shall be placed on an addition sheet and such sheet shall be counted as a page..

If a document is judged not be of **sufficient legibility** with 10-point font minimum, such document shall be accompanied by an exact copy thereof which shall be of sufficient legibility to produce a clear and legible reproduction and which shall be recorded contemporaneously with the document and shall be counted as additional pages.

A mortgage cap affidavit my be used for specific mortgages that qualify. Qualifications include that it is a single-family mortgage, it is the principal residence of the mortgagor, the principal debt or obligation secured by the mortgage is \$75,000 or less. Refinance or corrected mortgage ARE NOT intended for a cap fee qualification.

K.S.A. 79-3102 Repealed effective Jan 1, 2019

DOCUMENT RECORDING REQUIREMENTS

Paper – 8 ½ x 11 or 8 ½ x 14 on at least 20-pound weight.

Margins – Blank margin of 3 inches at the top of the first page and 1 inch at the top of subsequent pages.

Font Size and Legibility – The document presented shall be of sufficient legibility to produce a clear and legible reproduction of archival quality. A font size **no smaller than 10 point** with an equivalent of **Times New Roman** shall be considered legible. If a document is judged not to be of sufficient legibility, such document shall be accompanied by an exact copy thereof which shall be of sufficient legibility to produce a clear and legible reproduction and which shall be recorded contemporaneously with the document and shall be counted as additional pages.

All written signatures must be original wet signatures and typed or printed beneath.

A full complete legal description completely spelled out and described is required for all instruments that pertain to real estate.

Acknowledgements shall be complete. Notary dates should not precede execution date.

Jurats are not acceptable for documents that affect real estate.

All documents must be titled, dated, signed and acknowledged with correct fee submitted.

Please provide **SASE** for return of original paper documents if possible.

All deeds are required to have a Sales Validation Questionnaire included or print the proper exemption on the face of the deed.

All affidavits of equitable interest are required to have a **Sales Validation Questionnaire**

Re-Recording Documents

State on the face of the document the reason for re-recording;

Correct the error in the document

The document must be re-executed and re-acknowledged

Affidavit of Documents Re-File

For the propose of correction typographical errors ONLY, and affidavit of document re-file may be presented with the original document with appropriate fees. Depending upon the type of document being re-recorded, please add additional fees to your payment to cover the recording fee that includes the affidavit page.

Notary Requirements KSA 53-501

The notary must be dated. The date should be prior to execution date.

The name of the signors set forth in the notary certification must be the same as the signors name on the document. The type of authority, name of party on behalf of whom instrument was executed if applicable. Must have a seal and expiration date without covering any information in the document.