

Otsego County Clerk's Office Schedule of Fees
February 13, 2012

Recording	\$40.00 to record, \$5.00 for cover page = \$45.00, plus \$5.00 for each Additional page
Mortgage Tax	3 / 4 of 1%
E & A Form (RP 5217)	Residential & Agricultural Properties \$125.00 All other Properties \$250.00
Gains Affidavit (TP 584)	\$5.00 – Real Property Transfer Form (TP 584) has to have both Grantor/Grantee SS # &/or Federal Employer ID#
Affidavit filed with land documents	\$5.00
Deed – Transfer Tax	\$4.00 per thousand
Assignments	\$40.00 to record, \$5.00 for cover Page = \$45.00, plus \$5.00 for each Additional page, plus \$.50 for first Marking and \$3.50 for each Additional document being Assigned.
Discharge of Mortgage	\$40.00 to record, \$5.00 for cover Page = \$45.00, plus \$5.00 for each Additional page, plus \$.50 for first Mortgage being discharged, \$8.50 For each additional mortgage being Discharged and \$.50 for each cross Reference.

Cross Reference on Margin of Any instrument **\$.50 per reference**

Filing:

Any instrument except under Index Number **\$ 5.00**
Maps Survey & Sub Divisions **\$10.00**
(if subdivision check to see if the town planning board needs to approve it also it will need a 5 year tax search.)

Building & Loan Contract (no fee for discharge) **\$25.00**

Notice of Lending **\$15.00**

Oath of Office (excluding Notary Public) **No Fee**

Judgments:

Docket **\$ 45.00**
Assignment, Satisfaction **No Fee**
File a Transcript **\$ 10.00**
Issue a Transcript **\$ 5.00**
Issue a Certificate of Disposition (satisfaction) **\$ 5.00**
Issue an Execution (income or property) **\$ 7.00**
Abstract of Judgment (filed in Federal Tax Liens) **\$ 40.00**

Unified Court Fees:

Index Number **\$210.00**
Index Number for Foreclosure **\$400.00**

Note of Issue(asking for time)(Trial) after RJI filed **\$ 30.00**

RJI **\$ 95.00**
Jury Demand **\$ 65.00**
Small Claims Assessment (SCAR Petition) **\$ 30.00**
Separation Agreement **\$ 5.00**
Criminal Search **\$ 5.00**
Notice of Appeal **\$ 65.00**
File Motion or Cross Motion (each) **\$ 45.00**

Stipulation of Settlement or Voluntary Discontinuance	\$ 35.00
Assignments	
Wage (no fee to cancel)	\$ 5.00
Liens	
Notice of Pendency, Notice of Attachment or Ammended (no fee to Cancel, Continue)	\$ 35.00
Hospital Lien (NO fee to cancel or satisfy)	\$ 5.00
Federal Tax Lien- File or Discharge	\$ 40.00
Mechanics's Lien (No fee to Discontinue)	\$ 15.00
Proof of Service on Mechanic's Lien to File	\$ 5.00
DBA and Partnership	
File Certification (No fee to Discontinue)	\$ 25.00
Prepare and Certify Copy	\$ 4.00
Notaries, Commissioners of Deeds	
File and Index Cert of Appointment	\$ 60.00
Issue Certificate of Appointment	\$ 5.00
Authentication Certificate	\$ 3.00
Foreign Notary (File)	\$ 5.00
Searches	
Each Name...	\$ 5.00
Certificates	
Court Records- (Judgments and Orders) Other than otherwise covered	\$ 4.00
Certificates-non court – other than otherwise Covered – County Clerk's Certificates (ie: Referees Report for Judgment of Foreclosure)	\$ 5.00
Copies	
Court Records: Certified prepared copies of Any order, record or any other papers entered or filed	\$ 5.00

**Non-Court records-Certified prepared copies
of any paper filed or recorded \$.65 per page
with a minimum of** \$ 5.00

Land

**For preparing & certifying a copy of any paper
or instrument filed or recorded per page not on
the computer** \$ 1.00

**For preparing & certifying a copy of any paper
or instrument filed or recorded per page from
the computer** \$.50

**Certifying a prepared copy of a Judgment Roll:
[Steno Minutes (if need a certified copy of steno minutes
please contact the court stenographer) or record on
appeal \$.50 per page with a minimum of \$1.00 and
maximum of \$30.00]**

**Exemplification \$ 10.00
Certifying the document \$ 5.00**

Certificate of Dissolution of Marriage \$ 5.00

UCC

**Filing original, amend or discontinue \$ 40.00
Copy \$ 5.00
Search \$ 25.00**

Federal Tax Lien Copy \$ 5.00

