

**REGISTER OF DEEDS FEE SCHEDULE
DOUGLAS COUNTY WISCONSIN
KATHY F HANSON – REGISTER OF DEEDS
PO BOX 847 SUPERIOR, WI 54880
(715) 395-1359**

CHECKLIST FOR PREPARATION OF DOCUMENTS TO BE RECORDED....

1. Legible print or typing. Faded material or too small a print does not reproduce well.
2. Correct and traceable description of the property.
3. If document is a conveyance or an encumbrance, identify property as homestead or non-homestead.
4. Grantor signature(s) should agree with name(s) in body of document.
5. Name of person who drafted the document.
6. Execution date and date acknowledged or authentication.
7. Notary Public signature, seal and expiration date, OR authenticator signature.
8. Name inserted in acknowledgment or authentication.
9. Corporate seal, if applicable.
10. Name, address, and zip code on FRONT of document of person to whom document is to be returned.
11. PIN or Tax Parcel Number.
12. Documents must comply with the standard documents format WI Stat #59.517.

RECORDING AND FILING FEES

FEES ARE GOVERNED BY WISCONSIN STATUTES AND UNIFORM THROUGHOUT THE STATE.

1. RECORDED DOCUMENTS

(Recorded documents will be returned to sender or designee.)

Deeds, Mortgages, Land Contracts, Satisfactions, etc. and Miscellaneous Documents entitled to be recorded in the Register of Deeds Office.

First page \$11.00 Each Add'l Page \$2.00

Note: Maximum size sheet = 8-1/2" X 14"

Oversized sheets are double the fee. One side of a sheet constitutes a page and any riders attached are considered another page.

Probate Transferring Joint Property through Register of Deeds Office is \$25.00.

Copies of recorded documents are \$2.00 for first page and \$1.00 each additional page plus \$1.00 for the certificate if a certified copy is requested.

2. PLATS \$50.00

A. Subdivision Plats

B. Cemetery Plats

C. Condominium Plats

Note: Maximum size sheet = 14" X 22". Sheets larger than 8-1/2" X 14" are double the fee.

3. FILED DOCUMENTS – examples as follows:

Certified Surveys * Executions * Writ of Attachments * Change of Name

Filed documents for which no other fee is specified in Wisconsin Statutes.

First Page \$11.00 Each Add'l Page \$2.00

Copies of filed documents are \$2.00 for first page and \$1.00 each additional page, plus \$1.00 for the certificate copy is requested. Federal Tax Liens, Releases, and UCC copies are \$2.00.

REAL ESTATE TRANSFER FEES

1. Transfer form and fee or exemption number is required for all conveyances EXCEPT when exemptions 1, 2, 4, and 11 apply.
2. Form is to be completed in DETAIL.
3. Current rate of fee is 30 cents per \$100. or \$3.00 per \$1000. of value rounded off to the next higher hundred.
 - a. Deeds in fulfillment of a land contract dated prior to 12/17/1971 require no fee and are exempt by Stats. 77.25(17).
 - b. Deeds in fulfillment of a land contract dated 12/17/1971 to 8/31/1981 inclusive are computed at 10 cents per \$100. or \$1.00 per \$1000. of value rounded off to the next higher hundred.
 - c. Conveyances dated 9/01/1981 or thereafter are computed at 30 cents for \$100. or \$3.00 per \$1000. of value rounded off to the next higher hundred.
4. **VALUATIONS MUST BE SHOWN when document is exempt by Stats.77.25(8) and Land Contracts.**
5. Both Grantor and Grantee or their agent MUST sign form.

UNIFORM COMMERCIAL CODE – FEE SCHEDULE

EFFECTIVE ON JULY 1, 2001, UCC filing fees in the office of Wisconsin Department of Financial Institutions. Douglas County no longer files financing statements except real estate related documents.

FINANCING STATEMENTS

Submitted on <u>standard</u> forms*	\$ 20.00
(May include one standard addendum form)	
Filings which <u>DO NOT</u> include the national UCC form	\$80.00
Submitted on nonstandard forms	\$ 40.00
(Which includes more than one <u>standard</u> addendum form)	
(Which includes attachments that are <u>nonstandard</u> addendum forms) ...	
	\$60.00

CONTINUATIONS, AMENDMENTS, RELEASES (UCC-4 FORM)

Submitted on <u>standard</u> forms*	\$20.00
Submitted on <u>nonstandard</u> forms.....	\$60.00

TERMINATIONS..... NO FEE

RECORD SEARCHES (Per debt or name).....	\$15.00
(Copies – per page).....	\$2.00

* National standard forms are the approved State of Wisconsin UCC forms dated 7/01 or later and used for the intention specified on the form. Extra pages render a form nonstandard.

VITAL RECORDS FEE SCHEDULE

1. Birth Certificate.....	\$12.00
*Each additional copy.....	\$3.00
2. Death Certificate.....	\$7.00
*Each additional copy.....	\$3.00
3. Marriage Certificate.....	\$7.00
*Each additional copy.....	\$3.00
*Rate applies only when additional copies are ordered at the same time as the final copy.	
4. Amendments to Vital Records.....	\$10.00
With a certified copy.....	\$20.00
5. Delayed Birth record.....	\$20.00
With a certified copy.....	\$25.00
6. Legitimation of Child.....	\$20.00
With a certified copy.....	\$30.00

Checks should be made payable to Douglas County Register of Deeds