

**CLAYTON COUNTY SUPERIOR COURT  
FILING & RECORDING FEES  
2015**

**Effective July 1, 2019**

**FORMS OF PAYMENT ACCEPTED: CASH, MONEY ORDER OR COMPANY CHECK (#200 or higher)  
VISA & MASTERCARD**

**PERSONAL CHECKS WILL NOT BE ACCEPTED**

Make all checks payable to **Jacqueline D. Wills, Clerk Superior Court of Clayton County.**

*A separate check should be included for **intangible taxes** if due.*

REAL ESTATE DIVISION		
<b>Assignment (Security Deed)</b>	\$5.00 per deed assigned	Original book & page reference, original borrower(s)' name(s), recording date of original loan are required. Must have 2 witnesses (1 must be a notary). A 3" margin must be at the top of the 1 <sup>st</sup> page. The name & address to whom the document is to be returned must be at the top of the 1 <sup>st</sup> page.
<b>Cancellation (pertaining to Real Estate) (includes satisfactions, releases, reconveyances)</b>	\$10.00 (1 <sup>st</sup> page); \$2.00 (each additional page)	Original book & page reference is required. The name & address to whom the document is to be returned must be at the top of the 1 <sup>st</sup> page.
<b>Cancellation or Release (GED) (including Lis Pendens)</b>	\$5.00 (1 <sup>st</sup> page); \$2.00 (each additional page)	Original book & page reference is required.
<b>Certificate of Authentication (Notary Public)</b>		\$2.00 each
<b>Certified Copies</b>		\$2.50 (1 <sup>st</sup> page); \$.50 (each additional page)
<b>Computer Printouts</b>		\$2.50 (per page)
<b>Copies</b>		
Assisted (copy to be mailed)		\$1.00 per page
Unassisted (copy request in person)		\$.50 per page
<b>Cross-Indexing</b>		\$2.00 per cross-indexed entry
<b>Deeds (includes instruments pertaining to Real Estate)</b>	\$10.00 (1 <sup>st</sup> page); \$2.00 (each additional page)	Required to have 2 witnesses (1 must be a notary). Transfer tax form (PT-61) which has been submitted to the GSCCCA must be attached. A 3" margin is required at the top of the 1 <sup>st</sup> page. The name & address to whom the document is to be returned must be at the top of the 1 <sup>st</sup> page.
<b>Exemplified Copies</b>		\$2.50 (1 <sup>st</sup> page); \$.50 (each additional page)
<b>Lien Recordings (including Lis Pendens)</b>		\$5.00 (1 <sup>st</sup> page); \$2.00 (each additional page)
<b>Limited Partnerships (includes certificates, amendments &amp; cancellations)</b>		<b>\$213.00 per filing</b>
<b>Military Discharge (DD214)</b>		No charge
<b>Miscellaneous Recording</b>	\$5.00 (1 <sup>st</sup> page); \$2.00 (each additional page)	Must be a legible, authentic, legal document.
<b>Notary Public (new or renewal)</b>	<b>\$50.00</b>	Must be a Clayton County resident. Must be at least 18 years of age. Applicant must present verification of their Clayton County residency.
<b>Plats (includes maps &amp; condominium floorplans)</b>	\$8.00 each	2 copies and a CD are required. Copies must not be larger than 17" x 22".
<b>Trade Name Registrations</b>		<b>\$170.00</b>
<b>UCC-1 Financing Statement</b>	\$10.00 (1 <sup>st</sup> page); \$2.00 each additional page	Must be on National UCC Financial Statement form
<b>UCC-1 Financing Statement w/ Assignment</b>	\$20.00 (1 <sup>st</sup> page); \$2.00 each additional page	Must be on National UCC Financial Statement form w/ UCC Financing Statement addendum attached. Must check block #12 & complete all assignor information.
<b>UCC-1 Real Estate Notice filing</b>	\$10.00 (1 <sup>st</sup> page); \$2.00 each additional page	Must be on National UCC Financing Statement form. Must check block #6.
<b>UCC-3 Form</b>	\$10.00 (1 <sup>st</sup> page); \$2.00 each additional page	Must be on National UCC Financing Statement form. Must check appropriate box.