

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

Effective April 26, 2016

**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		
Assignment (Security Deed)	\$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 st page. The name & address to whom the document is to be returned must be at the top of the 1 st page.
Cancellation (pertaining to Real Estate) (includes satisfactions, releases, reconveyances)	\$10.00 (1 st 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 st page.
Cancellation or Release (GED) (including Lis Pendens)	\$5.00 (1 st page); \$2.00 (each additional page)	Original book & page reference is required.
Certificate of Authentication (Notary Public)	\$2.00 each	
Certified Copies	\$2.50 (1 st page): \$.50 (each additional page)	
Computer Printouts	\$2.50 (per page)	
Copies Assisted (copy to be mailed) Unassisted (copy request in person)	\$1.00 per page \$.50 per page	
Cross-Indexing	\$2.00 per cross-indexed entry	
Deeds (includes instruments pertaining to Real Estate)	\$10.00 (1 st 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 st page. The name & address to whom the document is to be returned must be at the top of the 1 st page.
Exemplified Copies	\$2.50 (1 st page): \$.50 (each additional page)	
Lien Recordings (including Lis Pendens)	\$5.00 (1 st page); \$2.00 (each additional page)	
Limited Partnerships (includes certificates, amendments & cancellations)	\$202.00 per filing	
Military Discharge (DD214)	No charge	
Miscellaneous Recording	\$5.00 (1 st page); \$2.00 (each additional page)	Must be a legible, authentic, legal document.
Notary Public (new or renewal)	\$39.00	Must be a Clayton County resident. Must be at least 18 years of age. Applicant must present verification of their Clayton County residency.
Plats (includes maps & condominium floorplans)	\$8.00 each	2 copies and a CD are required. Copies must not be larger than 17" x 22".
Trade Name Registrations	\$159.00	
UCC-1 Financing Statement	\$10.00 (1 st page); \$2.00 each additional page	Must be on National UCC Financial Statement form
UCC-1 Financing Statement w/ Assignment	\$20.00 (1 st 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.
UCC-1 Real Estate Notice filing	\$10.00 (1 st page); \$2.00 each additional page	Must be on National UCC Financing Statement form. Must check block #6.
UCC-3 Form	\$10.00 (1 st page); \$2.00 each additional page	Must be on National UCC Financing Statement form. Must check appropriate box.