

**NOTARY PUBLIC**

Fee to Secretary of State from  
Applicant Ex.Law 131, Sub2..... 40.00  
Fee to County Clerk..... 20.00  
File Certificate of Appointment  
or Official Character 8012(b)8..... 10.00  
Issue Certificate of  
Appointment 8021(c)4.....5.00  
Certificate Authentication  
Notary 8021(c)5.....3.00

**NOTE OF ISSUE (SEE COURT FEES)**

**OATH OF OFFICE**

To File or Administer  
(except for Notary) 8021(c)12.....NOFEE

**ORDERS**

To file,Enter or Record(incl.in Index Fee).....NO FEE

**PASSPORTS - FEDERAL**

Application Adult\*\*(to U.S.Dept.ofState)..... 110.00\*  
Age 15 and Under\*\* ..... 80.00\*  
Execution Fee(retained by County Clerk)..... 25.00  
Expedite Fee(add to U.S. Dept. of State)..... 60.00\*  
Passport Card Adult\*\*(Age 16 and over..... 30.00\*  
Passport Card\*\*(Age 15 and under)..... 15.00\*  
\*Payment to U.S. Department of State **MUST BE**  
by Check (with same last name) or Money Order  
\*\*Plus local \$25.00 Execution Fee for Form DS-11  
**\*By Check or Money Orders**

**PISTOL PERMITS**

To issue License to carry or possess  
Penal Law 400.00-14.....10.00  
Amendment (per form)..... 3.00  
Gunsmith or Dealer License per year..... 10.00  
Duplicate License..... 5.00  
Transfer between Counties(plus duplicate fee) ... 5.00  
Pistol Permit Photos.....12.00

**SEARCHES**

Search each name for a 2 year period OR portion  
thereof PER index category e.g. Deed, mortgage,  
census, DBA, civil OR criminal actions, etc.  
8020(g) & 8021(d).....5.00

**SEPARATION AGREEMENT**

(Dom. Rel 235).....8021(b)1 .....5.00  
Amendments, Addendum to .....5.00

**SMALL CLAIMS ASSESSMENT REVIEW**

(SCAR) One original plus two photocopies to  
County Clerk RPTL 730 (3)..... 30.00

**SUBPOENA DUCES TECUM-  
PRODUCTION OF RECORDS**

Each Day ..... 8020(h)1 ..... 20.00  
Plus .12 cents per mile, plus  
necessary expenses

**TAX RELEASE**

Release of Lien of Estate Tax 8021(a)4  
Per page.(include cover page).....5.00  
Plus.....40.00

**TRANSFER TAX STAMP-TAX LAW 1402**

When net value of more than \$500.00 tax is  
\$2.00 per each \$500.00 or fractional part  
thereof.

**UNIFORM COMMERCIAL CODE  
FINANCING STATEMENTS UCC-1**

Revised Article 9  
Sections 9-502(a), 9-516(b) & 9-502(b)(2)

County Clerk **only accepts** security interest  
or agricultural lien to be indexed against real  
property to which the collateral relates.  
**Only National Standard Forms Accepted.**  
County Clerk does not supply forms  
(Internet download)  
[www.dos.state.ny.us](http://www.dos.state.ny.us)

Original filing with  
required addendum

Financing Statement Sec. 143.5.1.....40.00

**FINANCING STATEMENT CHANGE UCC-3**

Continuation.....40.00  
Release.....40.00  
Termination.....40.00  
Assignment.....40.00  
Amendment.....40.00

**CERTIFICATE OF SEARCH UCC-11**

(a) Request Sec. 143-5.1(6).....25.00  
(b) Copies Sec. 143-5.1(f)  
Photocopy per document.....5.00  
Certified copy per document.....10.00

**WAGE ASSIGNMENTS**

(1) Filing ..... 8021(b)3.....5.00  
(2) Satisfaction.....NO FEE

**(8019(b)CPLR) Legible Copies** - Whenever a  
paper or document presented to a County Clerk  
for filing or recording is not legible or otherwise  
suitable for copying or recording by the photo-  
copying process, the County Clerk may require a  
legible or suitable copy thereof along with such  
paper or document and the same fee shall be  
payable for the copy as payable for the paper or  
document.


**(8019(e)CPLR)** Size of page and type-  
The size of each page accepted by a county  
clerk for recording and indexing shall not  
exceed nine inches by fourteen inches and  
shall be plainly printed in not smaller than  
eight point type.

WE WILL ADHERE TO THE FOLLOWING  
REQUIREMENTS:

1. If a deed mentions a "MAP", that map **MUST**  
have already been filed, or be filed  
simultaneously with the deed.
2. Only **BLACK INK** will be accepted on  
documents for recording.
3. Record and Return information must be  
provided.
4. No paper in an action in the Supreme or  
County Court, other than an order submitted  
for signature to a Judge out of Court, shall be  
submitted for any purpose in the Supreme or  
County Court, or to a clerk thereof, unless  
there is endorsed on such paper, the INDEX  
NUMBER of the action, assigned by the clerk  
of the court. (8018(c)CPLR)
5. By County Board resolution of 10/11/2000, a  
document recording cover page is required  
for all filings.
6. By further resolution, mailed overpayments of  
\$10.00 or less will not be refunded.

**CHENANGO  
COUNTY  
CLERK'S  
OFFICE**

**SCHEDULE  
OF FEES**



*Mary C. Weidman  
Chenango County  
Clerk*

*Effective  
September 1, 2010*

**NOTE:** All references as to the derivation of these fees are section of the Civil Practice Law and Rules unless otherwise indicated.

**ASSIGNMENT OF MONEY DUE ON CONTRACT**  
.....8021(b)9 ..... \$25.00  
Notice or Order-Continuing,  
Amending or Cancelling ..... NO FEE

**ASSUMED NAMES & PARTNERSHIP AGREEMENTS**  
File Certificates.....8021(b)2 ..... 25.00  
Amendments.....8021(b)2 ..... 25.00  
Discontinuance.....8021(b)2 ..... NO FEE  
Certify Prepared Copy per...8019(f)2 ..... .65  
page with minimum of ..... 5.20  
Preparing & Certifying per...8019(f)3 ..... 1.25  
page with minimum of ..... 5.00

**BAIL BOND LIEN**  
File and Index ..... NO FEE  
Discharge of Bail Bond Lien  
Lien Law 249 ..... 2.50  
Certificate of Discharge or  
Transcript Lien Law 249A & B ..... .50

**BONDS OR UNDERTAKING**  
Public Officials.....8021(b)1 ..... 5.00  
County Officials, Employees ..... 8021(b)1...NO FEE  
**Individual Surety Bond Lien**  
(1) File.....8021(b)1 ..... 5.00  
(2) Discharge.....8021(b)1 ..... 5.00

**BUILDING AND LOAN CONTRACT**  
Filing .....8021(b)10 ..... 25.00  
Amended filing ..... 25.00  
Discharge Bldg/Loan.....NO FEE

**CENSUS**  
Search and Certificates for each  
2 years or portion thereof  
each name.....8021(d) ..... 5.00

**CERTIFICATES**  
Other than those covered by  
Special Laws.....8021(c)1 ..... 5.00

**CITY TAX SALE RECEIPT**..... 8021(A)1.....5.00  
**COPY**  
To prepare a copy of any paper  
or record.....8019(f)1

Per page..... .65  
with minimum of..... 1.30  
and maximum of (per document)..... 40.00  
(CPLR8019(F)1  
To certify a prepared copy of  
any paper or record.....8019(f)2  
Per page..... .65  
with minimum of..... 5.20  
To prepare & certify a copy...8019(f)3  
Per page..... 1.25  
with minimum of..... 5.00  
Prepare and Certify  
Honorable Discharge.....8019(f)4.....2.50  
Except to Veterans Admin.....NO FEE

**CORPORATE FILING**.....8021(b)2.....25.00  
Filing Proof of Publication or  
Cancellation.....NO FEE

**COURT FEES**  
Index Number Fee.....8018(a).....210.00  
Foreclosure Case Fee..... 8018(1)(a). 190.00  
Simultaneous RJ/Note Issue .....125.00  
RJ-Request for Judicial Intervention8020(a) . 95.00  
Trial Note of Issue..... 8020(a) ..... 30.00  
Each Motion or CrossMotion.8020(a) ..... 45.00  
Demand for Jury Trial.....8020(c)2 .....65.00  
Appeal to Appellate Court....8022(a) ..... 65.00  
Stipulation of settlement or  
Voluntary Discontinuances...8020(d) ..... 35.00  
Appeal from Justice Court...8018(b)4 ...NO FEE

**DEEDS**  
Record and Index.....8021(a)4  
Per page (include cover page).....5.00  
Plus.....40.00  
Enter Cross Reference.....8021(1)7......50  
Capital Gains (TP-584)  
Tax Affidavit Tax Law.....1449(b)2.....5.00  
Equalization & Assess.Form ..(5217) .....  
Residential or Farm Property .....\$125.00  
All Other.....\$250.00  
E&A Fee Transfer to/from Municipality...NO FEE  
Credit Line Mortgage Certificate.....NO FEE  
(Also Subject to Transfer Tax)

**DISSOLUTION OF MARRIAGE**  
Cert. of Dissolution.....8021(c)1..... 5.00  
Cert. of Disposition.....8021(c)1..... 5.00

**EXECUTION**  
To Issue.....8021(c)2 .....5.00  
Return of Execution.....8018(d)5...NO FEE  
(satisfied or unsatisfied)

**FEDERAL TAX LIEN**  
To file.....8021(g)1 ..... 40.00  
Any Certificate or Notice  
Affecting.....8021(g)1 ..... 40.00  
Searches for Federal tax liens 8021(g) 25.00  
Photocopy Per Document..... 5.00  
Certified Copy Per Document ..... 10.00

**FILING**  
Any paper except an action having  
an index number.....8021(a)1 ..... \$5.00

**HOSPITAL LIEN**  
Filing and Index.....8021(b)6 ..... 5.00  
Satisfaction, Partial Satisfaction,  
Mod.,or Assign.,Cancellation,  
Discharge of Amend.....8021(b)6....NO FEE

**INDEX NUMBER**.....8018(a) ..... 210.00

**JUDGMENTS**  
Filing Judgment ( judgment by confession .....  
covered by index number)  
Filing of Transcript of Judgment8021(b)7 .... 10.00  
Issuing Transcript.....8021(c)3 ..... 5.00  
Issuing Execution.....8021(c)2 ..... 5.00  
Issuing Certificate of Disposition8021(c)1 .... 5.00  
Discharging a Judgment of  
Record by Deposit with Clerk8018(d)7.NO FEE  
Filing an Assignment of or Order  
for the payment of Salary or  
Wages.....8021(b)3 ..... 5.00  
Filing a Satisfaction  
Assign, Cancellation or  
Vacation thereof.....8021(b)3...NO FEE  
Filing Certificate of Disposition.....NO FEE  
Filing Release of Judgment.....NO FEE

**LAND CONTRACTS**  
Recording Fee ..... 8021(a)4  
Per page(include cover page) ..... 5.00  
Plus.....40.00  
Cross Reference......50  
Also Subject to Mortgage Taxes  
Must have gains affidavit Tax Law 1449(b)2  
..... 5.00  
Also may be Subject to Transfer Tax

**LIS PENDENS OR NOTICE OF ATTACHMENT OF REAL PROPERTY**  
File and Record or  
Amend Notice of Pendency or

Amend Notice of Action.....8021(a)10 .. 35.00  
Notice or Order continuing or  
Cancelling same.....8021(a)10..... NO FEE\*  
\*Assumes the Civil action is NOT cancelled  
To Cancel Civil Action..... 35.00

**MAPS**  
Filing and Indexing.....8021(a)2 ..... 10.00

**MECHANICS LIEN OR NOTICE OF LENDING**  
To file.....8021(b)4 ..... 15.00  
Notice of Order Continuing  
Amend. or Cancelling.....8021(b)4 ..... NO FEE  
Discharge by Deposit  
with Court.....8021(b)4 ..... 3.00  
Affidavit of Service..... 5.00  
First Time Extension.....NO FEE  
Second Time Extension requires court order  
(Sec.17)

**MILITARY DISCHARGE**  
Certified Copy.....8019(f)4 ..... \$2.50  
(to Veterans Administration).....NO FEE  
file DD214.....NO FEE

**MORTGAGES-(SUBJECT TO MORTGAGE TAX)**  
.50c for each \$100.00 or major fraction thereof,  
and  
special additional tax.25c for each \$100.00 or  
major fraction. Tax Law 253.  
Recording Fee.....8021(a)4  
Per page(include cover page). ..... 5.00  
Plus.....40.00  
Each Cross Reference.....8021(a)7 ..... .50  
Record Assignment of Mortgage or Lease.  
Same fee as recording mortgage PLUS each  
mortgage assignment or Release of Lease  
in excess of one.....8021(a)4 ..... 3.00  
Discharges, Releases, Consolidation  
Agree,Subordination Agree,Assumption  
Agree,Postponements(Same as Recording  
Mortgage).....8021(a)4  
Per page(include cover page)... ..... 5.00  
Plus.....40.00  
Each Cross Reference......50  
Affidavit for Exemption of Mortgage  
Tax in Duplicate......5.00  
A/M to State of NY Mtg Agency.....NO FEE