

**Assignment of Money Due on Contract***CPLR §8021(b)9*

- Assignment.....\$25.00
- Notice or Order Continuing, Amending or Cancelling.....No Fee

**Assumed Name & Partnership Agreements (DBA)***CPLR §8021(b)2, §8021(f)2, §8021(f)3*

- File.....25.00
- Amendment.....25.00
- Discontinuance.....No Fee

**Bail Bond Lien** *LIE §249, §249A, §249B*

- File and Index.....No Fee
- Discharge of Bail Bond Lien.....2.50
- Certificate of Discharge of Transcript.....0.50

**Bond or Undertaking** *CPLR §8021(b)1*

- Public Officials.....5.00
- County Officials.....No Fee
- File or Discharge Individual Surety Bond Lien.....5.00

**Building and Loan Contract** *CPLR §8021(b)10*

- File.....25.00
- Amended Filing.....25.00
- Discharge.....No Fee

**Certificates** *CPLR §8021(c)1*

- Prepare and Issue.....5.00

**City Tax Sale Receipt** *CPLR §8021(a)1, §8019(f)1*

- File.....5.00

**Copies** *CPLR §8019(f)1, §8019(f)2, §8019(f)3 §8019(f)4*

- Regular Copies.....0.65 per page, 1.30 min, max of 40.00 per document
- Certified Copies.....1.25 per page, 5.00 min
- Certify Pre-Printed Copy....0.65 per page, 5.20 min
- Exemplified Copies.....10.00 plus certified copy fee

**Corporate Filings** *CPLR §8021(b)2*

- File.....25.00
- Proof of Publication.....No Fee
- Cancellation.....No Fee

**Court Fees** *CPLR §8018(a), §8018(b)4, §8020(a), §8020(c)2, §8020(d), §8022(a)*

- Index Number.....210.00
- Foreclosure Index Number.....400.00
- Request for Judicial Intervention (RJI).....95.00

- Note of Issue.....30.00
- Motion or Cross Motion.....45.00
- Demand for Jury Trial.....65.00
- Appeal to Appellate Court.....65.00
- Appeal from Justice Court.....No Fee
- Stipulation of Settlement or Voluntary Discontinuance.....35.00
- Orders, File Enter or Record.....No Fee

**Deeds** *CPLR §8021(a)1, §8021(a)4, §8021(a)7, RPP §333 1-f*

- Record.....40.00, plus 5.00 per page\*
- Additional Fee for Deeds Conveying Residential Property.....10.00
- TP-584.....5.00, plus Transfer Tax due
- RP-5217 codes 7A, 7B, 7E or 7G & 8.....125.00  
All other property codes.....250.00
- Cross Reference.....0.50
- E&A Transfer To/From Municipality.....No Fee
- Credit Line Mortgage Certificate .....No Fee

**Federal Tax Liens** *EXC §96-a*

- File and Index.....40.00
- Certificate or Notice Affecting.....40.00
- Searches for Federal Tax Liens.....25.00
- Copies Per Document.....5.00
- Certified Copies Per Document.....10.00

**Filings - Miscellaneous** *CPLR §8021(a)1*

- Any Paper Without Index Number.....5.00

**Hospital Lien** *CPLR §8021(b)6*

- File and Index.....5.00
- Satisfaction, Partial Satisfaction, Modification, Assignment, Cancellation or Discharge of Amendment.....No Fee

**Judgments** *CPLR §8018(d)5, §8018(d)7, §8021(b)3, §8021(b)7, §8021(c)1, §8021(c)2, §8021(c)3,*

- File Judgment.... No Fee for Civil Actions
- File Default Judgment.....45.00
- File Transcript of Judgment.....10.00
- Issue Transcript of Judgment.....5.00
- Issue Property or Income Execution.....5.00
- Issue Certificate of Disposition.....5.00
- Discharge of Judgment of Record by Deposit with Clerk.....No Fee
- File Assignment of or Order for the Payment of Salary or Wages.....5.00
- File Satisfaction, Assignment, Cancellation, Vacation, or Release.....No Fee
- File Certificate of Disposition.....No Fee

**Land Contracts** *CPLR §8021(a)4*

- Record.....40.00, plus 5.00 per page\*
- Cross Reference.....0.50  
*Subject to Mortgage Tax, TP584 required. May be subject to transfer tax.*

**Lis Pendens or Notice of Attachment***CPLR §8021(a)10*

- File and Record or Amend Notice of Pendency or Amend Notice of Action.....35.00
- Cancel.....No Fee
- To Cancel Civil Action.....35.00

**Maps** *CPLR §8021(a)2*

- File and Index.....10.00
- Copies.....varies by size

**Matrimonial Certificates and****Separation Agreement** *CPLR §8021(b)1, §8021(c)1*

- Certificate of Dissolution.....5.00
- Certificate of Disposition.....5.00
- File Separation Agreement or Separation Agreement Amendment or Addendum.....5.00

**Mechanic Lien or Notice of Lending** *CPLR §8021(b)4*

- File.....15.00
- Notice of Order Continuing Amendment or Cancelling.....No Fee
- Discharge by Deposit with Court.....3.00
- Affidavit of Service.....5.00
- First Time Extension.....No Fee

**Military Discharges** *CPLR §8019(f)4*

- File Discharge Papers.....No Fee
- Certified Copies).....No Fee

**Mortgages /Leases** *CPLR §8021(a)4, §8021(a)7, TAX §253*

- Record.....40.00, plus 5.00 per page\*
- Assignment of Mortgage or Release of Lease.....40.00, plus 5.00 per page, plus 3.00 for each assignment or release of lease in excess of one.
- Discharge, Release, Consolidate, Subordinate, Assume.....40.00, plus 5.00 per page\*, per mortgage
- Cross Reference.....0.50
- Affidavit for Exemption of Mortgage Tax.....5.00
- A/M to State of NY Mortgage Agency.....No Fee
- **Mortgage Tax** ....0.50 for each \$100.00 or major fraction thereof, plus special tax of 0.25 for each \$100.00 or major fraction thereof.

**Notary Public** *EXC §131, CPLR §8021(b)8, §8021(c)4, §8021(c)5*

- First Time Application or Renewal.....60.00
- File Certificate of Appointment or Official Character.....10.00
- Issue Certificate of Appointment.....5.00
- Certificate of Authentication.....3.00

**Oath of Office** *CPLR §8021(c)9*

- Administer and File.....No Fee

**Passports** *per U.S. Dept. of State*

- Adult Passport Book.....130.00
  - Adult Passport Card.....30.00
  - Minor Passport Book (age 15 and under)....100.00
  - Minor Passport Card (age 15 and under).....15.00
  - Acceptance Fee.....35.00
  - Expedite.....60.00
  - Photos.....12.00
- Passport and Expedite fees are payable to the U.S. Dept. of State by check or money order only. Acceptance Fee is payable to the Chenango County Clerk.*

**Pistol Permits** *PEN §400.00-14*

- Issue New Permit.....10.00
- Amendment Form.....3.00
- Duplicate Permit.....5.00
- Remove Hunting/Target Restriction.....5.00 (After successful completion of training)
- Transfer In/Out of County.....5.00
- Application Photos.....12.00
- Dealer/Gunsmith License.....10.00 per year

**Searches** *CPLR §8020(g), §8021(d)*

- Per name, per 2 year period, per index category.....5.00

**Small Claims Assessment Review** *RPT §730-3*

- File.....30.00

**Subpoena Duces Tecum Production of Records**

*CPLR §8020(h)1*

- Per Day.....20.00 plus 0.12 per mile and expenses

**Tax Release** *CPLR §8021(a)4*

- Release Estate Tax Lien..40.00, plus 5.00 per page\*

**Transfer Tax** *TAX §1402*

- When net value is over \$500.00.....2.00 per each \$500 or fraction thereof

**Uniform Commercial Code Financing Statements**

*EXC §96-a, NYCRR §143-5.1, UCC§ 9-502(a), §9-502(b)2, §9-516(b)*

- Financing Statement (UCC1).....40.00
  - Financing Statement Change, Continuation, Release Termination, Assign., Amendment (UCC3)...40.00
  - Certificate of Search (UCC11).....25.00
  - Copies.....5.00
  - Certified Copy.....10.00
- County Clerk only accepts security interests or agricultural liens to be indexed against real property to which the collateral relates.*

**Wage Assignments** *CPLR §8021(b)3*

- File.....5.00
- Satisfaction.....No Fee

**Further Considerations**

**\*Recording Cover Page** – By County Board Resolution #222-00 a recording cover page generated by this office shall be added to all recorded documents. This cover page counts towards the page total when calculating fees.

**Legible Copies** – Per CPLR 8019(b) whenever a paper or document presented to a County Clerk for filing or recording is not legible or otherwise suitable for recording or copying, the County Clerk may require a legible or suitable copy thereof and the same fee shall be payable for the copy as payable for the paper or document.

**Size of Page and Type** – Per CPLR 8019(e) 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 no smaller than 8 point type.

**Refunds** - By County Board Resolution #205-06P, mailed overpayments of \$9.99 or less will not be refunded.

**Map Requirement** – All maps referenced in a deed to be recorded must be on file in the County Clerk's Office or presented for filing at the same time as the deed recording.

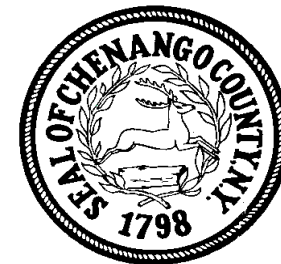
**Returning Recorded Items** – In order for a document to be returned, complete return instructions must be noted on the documents to be recorded.

Please use only **black ink** for all documents and papers presented to this office for recording or filing. This office does **not** accept **credit or debit card** payments.

Chenango County Clerk  
Recording Office

**Schedule of Fees**

Effective January 12, 2022



Brian F. Wessels  
Chenango County Clerk