



## Document Bulletin for New York Boroughs

Bronx, Kings, Queens, and New York Counties in NY are now electronically recording documents through CSC.

Available documents and required fields are listed in the attached table.

If this county has not been added to your drop down list and/or you would like to e-Record in this county, please contact your CSC representative.

### General Requirements for all documents:

- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 8:30 am and 4:30 pm EST.
- Both 200dpi and 300dpi images will be accepted.
- The document types in these counties will be rolled out in 3 phases, please see below.

Document Type	Required Fields
Phase 1 documents available Day 1: AGREEMENT AIR RIGHTS AMENDED CONDO DECLARATION AMENDMENT OF TAX LIEN ASGN OF ASGN OF L&R ASSIGNMENT OF TAX LIEN ASSIGNMENT, MORTGAGE ASSUMPTION OF MORTGAGE BOND CERTIFICATE CERTIFICATE OF REDUCTION CERTIFIED COPY OF WILL CONDO DECLARATION CONSENT CORRECTION DEED COURT ORDER DISCHARGE OF TAX LIEN EASEMENT FEDERAL LIEN, OTHER JUDGMENT LANDMARK DESIGNATION LICENSE LIEN OF COMMON CHARGES MAPS MASTER MORTGAGE MERGER MISCELLANEOUS MORTGAGE SPREADER AGREEMENT NOTICE OF ESTATE TAX LIEN PARTIAL RELEASE OF MORTGAGE PARTIAL SATISFACTION POWER OF ATTORNEY RELEASE RELEASE OF ESTATE TAX LIEN REVOCATION OF POWER OF ATTORNE SATISFACTION OF MORTGAGE SUBORDINATION OF MORTGAGE	Please see ePrepare for detailed indexing requirements.

SUNDRY AGREEMENT  
SUNDRY MISCELLANEOUS  
TAX LIEN SALE CERTIFICATE  
TERM OF LIEN OF COMMON CHARGES  
TERM. OF CONDO DECLARATION  
TERMINATION OF ASSIGN OF L&R  
TERMINATION OF TRUST  
VACATE ORDER  
ZONING LOT DESCRIPTION

Phase 2, Document types tentatively available

Wednesday November 13th:

ADDITIONAL MORTGAGE TAX  
ASSIGNMENT OF LEASES AND RENTS  
CORRECTION MORTGAGE  
MORTGAGE  
MORTGAGE AND CONSOLIDATION  
SUNDRY MORTGAGE

Phase 3, Document types tentatively available be  
end of year:

DEEDS AND TRANSFER DOCUMENTS