

## Document Bulletin for Bergen County, NJ

Bergen County, NJ is 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:**

- 1/2" inch margin required for sides of image. A cover page will be added as the first page containing the recordation stamp.
- Letter and Legal sized documents accepted.
- eRecording Hours – 9: am to 3:30 pm EST.
- Images must be submitted at 300dpi.
- UCC1 Financing Statements are accepted electronically. However UCC3's are NOT accepted at this time (ie. UCC continuations, terminations, partial releases, etc.)
- Deeds are accepted by the county and require specific indexing and attachments. Please Note the Following Restrictions:
  - Deeds containing an Addendum Map must be filed via paper.
  - Deeds must have the appropriate attachments based on deed type: (GIT Form, RTF1 Form, RTF1EE Form properties > 1,000,000).
  - Deeds with a GIT1 (out of state) form cannot be filed electronically. All other GIT forms are accepted.

Document Types	Required Indexed Fields
Assignment of Mortgage	Grantor/Grantee
Deed	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Blind / Disabled	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Blind / Disabled > 1,000,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Blind / Disabled > 350,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed – Exempt	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Low/Moderate Income	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Low/Moderate Income > 1,000,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Low/Moderate Income > 350,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - New Construction	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - New Construction > 1,000,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Senior Citizen	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Senior Citizen > 1,000,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed - Senior Citizen > 350,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed > 1,000,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Deed > 350,000	Grantor/Grantee, Municipality, Lot, Block, Appropriate Attachments
Extension of Mortgage	Grantor/Grantee
Lease	Grantor/Grantee, Municipality, Lot, Block
Lis Pendens Amended - Foreclosure	Grantor/Grantee, Reference #
Lis Pendens Amended - Recorded	Grantor/Grantee, Reference #
Lis Pendens Foreclosure	Grantor/Grantee
Lis Pendens Recorded	Grantor/Grantee
Modification of Mortgage	Grantor/Grantee
Mortgage	Grantor/Grantee, Loan Amount, Municipality
Mortgage Commitment	Grantor/Grantee
Non Abstracted Deed	Grantor/Grantee, Municipality
Notice of Settlements	Grantor/Grantee, Municipality
Postponement of Mortgage	Grantor/Grantee

Power of Attorney  
Redemption of Mortgage  
Release  
Sat Lis Pendens - Recorded  
Sat Lis Pendens Foreclosure  
Satisfaction of Mortgage  
Subordination of Mortgage  
Tax Sale Certificate  
UCC 1 - Financial Statement

Grantor/Grantee, Y/N Question  
Grantor/Grantee  
Grantor/Grantee  
Grantor/Grantee  
Grantor/Grantee, Reference #  
Grantor/Grantee  
Grantor/Grantee  
Grantor/Grantee, Municipality, Lot, Block  
Grantor/Grantee

**Bergen County Municipalities:**

ALLENDALE  
ALPINE  
BERGENFIELD  
BOGOTA  
CARLSTADT  
CLIFFSIDE PARK  
CLOSTER  
CRESSKILL  
DEMAREST  
DUMONT  
EAST RUTHERFORD  
EDGEWATER  
ELMWOOD PARK  
EMERSON  
ENGLEWOOD  
ENGLEWOOD CLIFFS  
FAIR LAWN  
FAIRVIEW  
FORT LEE  
FRANKLIN LAKES  
GARFIELD  
GLEN ROCK  
HACKENSACK  
HARRINGTON PARK  
HASBROUCK HEIGHTS  
HAWORTH  
HILLSDALE  
HO HO KUS  
LEONIA  
LITTLE FERRY  
LODI  
LYNDHURST  
MAHWAH  
MAYWOOD  
MIDLAND PARK  
MONTVALE  
MOONACHIE  
NEW MILFORD

NORTH ARLINGTON  
NORTHALE  
NORWOOD  
OAKLAND  
OLD TAPPAN  
ORADELL  
PALISADES PARK  
PARAMUS  
PARK RIDGE  
RAMSEY  
RIDGEFIELD  
RIDGEFIELD PARK  
RIDGEWOOD  
RIVER EDGE  
RIVER VALE  
ROCHELLE PARK  
ROCKLEIGH  
RUTHERFORD  
SADDLE BROOK  
SADDLE RIVER  
SOUTH HACKENSACK  
TEANECK  
TENAFLY  
TETERBORO  
UPPER SADDLE RIVER  
WALDWICK  
WALLINGTON  
WASHINGTON  
TOWNSHIP  
WESTWOOD  
WOOD RIDGE  
WOODCLIFF LAKE  
WYCKOFF