

Document Bulletin for Boone County, IL

Boone County, IL 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:

- A margin of at least 1/2" inch is required around the entire document on all pages and a blank 3X5" at the top right corner of the first page.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 10:00 am and 3:00 pm CST.
- Images must be submitted at 300dpi.
- Print cannot be smaller than 10 point.

Document Type	Required Fields
Assignment	Grantor/Grantee
AssignmentOfMortgage	
AssignmentOfRents	
JuniorMortgage	
LisPendens	
LisPendensOther	
MechanicsLien	
MemorandumOfJudgment	
Miscellaneous	
Mortgage	
MortgageAssignment	
PartialRelease	
PowerOfAttorney	
Reconveyance	
Release	
SecondMortgage	
SubordinationAgreement	
TransferOnDeathDeed	