



Document Bulletin for Alamance County, NC

Alamance County, NC is now electronically recording many additional 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:

- County will be e-recording 8:00 AM to 5:00 PM EST.
- 3 inch top margin, ½ inch side and bottom margin
- Letter and Legal sized documents accepted.
- 200 DPI on all Images.
- An additional fee of \$ 25 is charged for non-conforming documents. Also a fee of \$25 is charged for additional document references.
- The County requires a signed submitter agreement for electronic recording.
- North Carolina statute requires that documents submitted included the following statement that will appear on the public record. It should appear on the first page of the document to be recorded:

Submitted electronically by _____(Submitter’s Name) in compliance with North Carolina statutes governing recordable documents and the terms of the submitter agreement with _____(County Name) County Register of Deeds.

Document Type	Required Fields
Affidavit	Grantor/Grantee
Agreement	
Amended Deed of Trust	
Assignment	
Assignment Deed of Trust	
Assumed Business Name	
Bankrupcy	
Bond	
Bylaws	
Cancel	
Cementary Deed	
Certificate	
Condo Plat	
Contract	
Corporation	
Declaration	
Deed	
Deed of Trust	
Easement	
Judgment	

Lease	
Limited Liability Corporation	
Memo	
Miscellaneous	
Modification of Agreement	
Notice	
Notice of Foreclosure	
Opt	
Ordinance	
Power of Attorney	
Reconveyance	
Release	
Release Deed	
Request for Notice	
Resolution	
Restrictions	
Revoke Power of Attorney	
Right of Refusal	
Right of Way	
Subordination Agreement	
Substitute Trustee	
Supplemental Deed of Trust	
Termination	
Trust	
UCC	
UCC Amendment	
Waiver	