

Document Bulletin for Rockingham County, NC

Rockingham County, NC 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:

- 3 inch margin at the top of first page with ¼ " side margin and bottom margins and top of subsequent pages.
- Letter and Legal sized documents accepted.
- 300 DPI on all Images.
- An additional fee of \$ 25 is charged for non-conforming documents.
- The County requires a signed submitter agreement for electronic recording.
- Also, the counties land record provider charges an additional \$ 2.00 service fee that will be billed to the submitter in their CSC periodic billing invoice. Please visit the CSC Quickstart site to complete the Submitter MOU **and** Acknowledge the \$ 2.00 service fee:

<http://erecording.com/Submitter/quickstart.aspx>

- 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 Types	Required Indexed Fields
ADDENDUM ADDITIONAL REFERENCE FEE AFFIDAVIT AGREEMENT AMENDMENT AMENDMENT - VITALS ANNEXATION APPOINTMENT ARTICLES ASSESSMENT ASSIGNMENT ASSUMED NAME AUTHORIZATION BANKRUPTCY BILL OF SALE BOND CERTIFICATE CERTIFIED COPY	All doc types require : Grantor/Grantee, Requesting Party/Address

CERTIFIED COPY - BIRTH CERTIFICATE
CERTIFIED COPY - DEATH CERTIFICATE
CERTIFIED COPY - MARRIAGE CERTIFICATE
CHANGE RETAINED BY COUNTY
CONDOMINIUM (PLATS OR PLANS)
CONSENT
CONTRACT
COPIES
COPIES - COMPARISON COPY
COPIES - PLAT
COPIES - PLAT COPY ON CD
COPIES - UCC
COURT ORDER
COVENANT
DECLARATION
DEED
DEED OF SEPARATION
DEED OF SUBORDINATION
DEED OF TRUST
DEED OF TRUST & ASSIGNMENT
DELAYED BIRTH
DISSOLUTION
EASEMENT
ESCROW CREDIT
FAX - INTERNATIONAL
FAX - LONG DISTANCE
FORECLOSURE
GRAVE REMOVAL
HIGHWAY RIGHT OF WAY
INDENTURE
INDEX CORRECTION
INSTRUMENT OF COMBINATION
JUDGMENT
LEASE
LEGITIMATION
MARRIAGE CORRECTION
MARRIAGE KEEPSAKE COPY - OPTIONAL
MARRIAGE LICENSE
MEMORANDUM
MERGER
MISCELLANEOUS
MODIFICATION
MORTGAGE
NAME CHANGE
NONE STANDARD DOCUMENT
NOTARY
NOTARY AUTHENTICATION FEE
NOTICE
NOTICE - ADMINISTRATIVE NO FEE
NOTICE OF DENIED LIEN
NOTICE OF FORCLOSURE
OATH
OPTION
ORDER
ORDINANCE
PARTIAL RELEASE
PERMIT
PLAT
POSTAGE
POWER OF ATTORNEY
RECISION
REINSTATEMENT
RELEASE
RELEASE DEED (DEED OF RELEASE)
RENUNCIATION
REPORT
REQUEST
RESIGNATION

RESOLUTION
RESTRICTIONS
RESTRICTIVE COVENANTS (RESTRICTED COVENA
REVOCATION
RIGHT OF FIRST REFUSAL
RIGHT OF WAY
ROAD MAINTENANCE AGREEMENT
SATISFACTION
SEE INSTRUMENT
SEPARATION AGREEMENT
STATEMENT
STRAY
SUBORDINATION OR RESUB AGREEMENT
SUBSTITUTION OF COLLATERAL
SUBSTITUTION OF TRUSTEE
TERMINATION
TRUST
UCC - ELECTRONIC
UNDERGROUND UTILITIES
UNIFORM COMMERCIAL CODE REJECTION
VRAS AMENDMENT FEE
VRAS BIRTH ABSTRACT SEARCH
VRAS BIRTH ADDITIONAL COPIES
VRAS EXPEDITE FEE
VRAS LEGITIMATION FEE
VRAS SEARCH - NO COPY
WAIVER
WITHDRAWAL