

## Document Bulletin for Summit County, OH

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Summit County, OH 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:**

- Provide a 3 inch margin on the top of the first page. This space is reserved for the recorder, auditor, and engineer. On the top of each remaining page, a 1.5 inch margin is required. Side and bottom margins should be at least 1 inch.
- County will process e-recordings Monday-Friday between the hours of 7:30 am and 3:30 pm EST.
- Images must be submitted at 300dpi.
- If a document does not meet the requirements, it can be recorded for an additional \$20.

Document Type	Required Fields
AbstractOfJudgement	Grantor/Grantee
AbstractOfJudgment	
Assignment	
AssignmentOfDeedOfTrust	
BargainAndSaleDeed	
BlanketAssignment	
Deed	
DeedOfTrust	
FederalTaxLien	
Judgement	
Judgment	
Miscellaneous	
Modification	
ModificationAgreementOrConsolidationAgreement	
ModificationOfLien	
Mortgage	
PartialRelease	
PartialReleaseOfLien	
PartialSatisfactionOfLien	
PowerOfAttorney	
QuitClaimDeed	
Reconveyance	
Release	
ReleaseOfFederalTaxLien	
ReleaseOfLien	
ReleaseOfStateTaxLien	
ReleaseOfTreasurersTaxLien	
SatisfactionOfLien	
SatisfactionOfMortgage	
SatisfactionofMortgage	
SatsifactionOfMortgage	
SecurityInstrument	

StateTaxLien SubordinateLienAgreement SubordinationAgreement SubstitutionOfTrustee TaxSaleDeed TreasurersTaxLien WarrantyDeed	
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