

Document Bulletin for Town of Ridgefield, CT

Town of Ridgefield, CT 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:

- At least 3/4" inch blank margin required on sides and bottom and top of subsequent pages.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between 8:30 am and 4:30 pm EST.
- 300dpi images will be accepted.
- Conveyance documents and Maps cannot be e-recorded at this time.
- All documents with MERS or any Nominee are subject to increased recording costs (\$159) due to CT state statute.
- Also please select the MERS doc type version when these are listed as grantor to avoid rejection.

Document Type	Required Indexing
TRADE NAME RECORDING - NO FEE RECORDING NO CONVEYANCE TAX RECORDING EXEMPT FORECLOSURE REGISTRATION RECORDING MERS GENERAL RECORDING MERS GRANTOR ASGN & REL	All document types require Grantor/Grantee