

## Document Bulletin for Chase County, KS

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Chase County, KS 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 2 1/2" is required at the top of the first page.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 9:00 am and 3:00 pm CST.
- County will not accept documents on Holidays or the last week of the year.
- Images must be submitted at 300dpi.

Document Type	Required Fields
Abandonment	*SVQ As An Exemptible Attachment(SalesValidationQuestionnaire)
AddendumToLease	
AddendumToMortgage	
*AdministratorsDeed	
AffidaviteOfUnitization	
Affidavit	
AffidavitEstoppel	
AffidavitOfCorrection	
AffidavitOfDeath	
AffidavitOfEquitableInterest	
AffidavitOfIdentity	
AffidavitOfLand	
AffidavitOfMaritalStatus	
AffidavitOfMortgageTax	
AffidavitOfNondevelopment	
AffidavitOfNonProduction	
AffidavitOfProduction	
Agister'sLien	
Agreement	
AmendmentOfOilAndGasLease	
Appropriations	
ArticlesOfIncorporation	
ArticlesOfOrganization	
ArticlesOfTransportation	
Assignment	
AssignmentOfLease	
AssignmentOfOilAndGas	
AssignmentOfOverridingRoyalty	
AssignmentOfRents	
AssignmentOfRoyalty	
AssignmentOfRoyaltyInterest	
CancellationOfAgreement	
*CemeteryDeed	
Certificate	
CertificateOfAmendment	
CertificateOfConversion	
CertificateOfDischarge	

CertificateOfMerger  
CertificateOfNameChange  
CertificateOfNonPayment  
CertificateOfTrust  
ClosingLetter  
CoalLease  
Consent  
\*ConservationEasement  
\*ConservatorsDeed  
\*Conveyance  
\*CorporateDeed  
CorrectedAffidavit  
CorrectedAffidavitOfLand  
CorrectedAssignment  
CorrectedAssignmentOfLease  
CorrectedCertificate  
CorrectedMortgage  
CorrectedReleaseOfLease  
\*CorrectedSpecialDeed  
CorrectedSubordination  
\*CorrectionalTrusteesDeed  
\*CorrectionDeed  
CorrectionOfOilAndGasLease  
\*CorrectionOfQuitClaimDeed  
\*CorrectionOfWarrantyDeed  
CorrectiveAssignmentOfMortgage  
CorrectiveMortgageRelease  
CorrectiveSurvey  
CorrectiveTransferOnDeathDeed  
Covenant  
DeathCertificate  
Declaration  
DeclarationOfTrust  
DecreeOfDescent  
\*Deed  
DefaultOfJudgment  
DisposalLease  
Dissolution  
DivorceDecree  
\*Easement  
\*EasementCorrection  
\*EasementDeed  
\*EasementMisc  
\*EasementRightOfWay  
\*EasementUtility  
\*EasementWater  
\*ExecutorsDeed  
\*ExecutrixDeed  
ExtensionAgreement  
ExtensionOilAndGasLease  
FarmlandLienRelease  
FederalTaxLien  
FederalTaxLienRelease  
FenceAgreement  
FinalSettlement  
Forfeiture  
GasLineEasement  
GrantOfEasement  
GrantRightOfWay  
InheritanceTaxLetter  
InstallmentContract  
JournalEntry  
LandPatent  
Lease  
LeaseAgreement

LettersOfTestamentary  
LienRelease  
LifeEstate  
LimitedPowerOfAttorney  
LisPendens  
\*MarshallsDeed  
MechanicsLien  
Memorandum  
MemorandumOfLease  
Merger  
\*MineralDeed  
Miscellaneous  
MiscellaneousLien  
Modification  
Modification/Amendment/ExtensionAgreement  
ModificationOfMortgage  
Mortgage  
MortgageAdjustableRateRider  
MortgageAmendment  
MortgageAndAssignment  
MortgageAssignment  
MortgageModification  
MortgageNonTaxable  
MortgageRelease  
Notice  
NoticeOfLien  
OilAndGasLease  
OilAndGasLeaseRelease  
OptionAgreement  
OptionToPurchase  
Order  
Ordinance  
PartialReleaseOfMortgage  
PartialReleaseOfOilAndGas  
PastureLease  
Permit  
Petition  
PipelineEasement  
PipelineR/WRelease  
PoolingDeclaration  
Possession  
PowerOfAttorney  
PowerOfAttorneyAffidavit  
Production  
\*QuitClaimDeed  
Ratification  
ReamortizationMortgage  
Reconveyance  
Release  
ReleaseLisPendens  
ReleaseOfAgreement  
ReleaseOfAssignmentOfRents  
ReleaseOfEasement  
ReleaseOfEstateTaxLien  
ReleaseOfLease  
ReleaseOfModificationAgreement  
ReleaseOfOilAndGasLease  
ReleaseOfRightOfWay  
ReleaseOfStateTaxLien  
RentalAgreement  
RentalDivisionOrder  
RerecordMortgage  
ResignationOfTrustee  
Resolution  
ResolutionOther

RestatedMortgage  
Restriction  
RevocationOfPowerOfAttorney  
RevocationOfRelease  
RevocationOfTODD  
RevocationOfTrust  
RightOfRefusal  
RightOfWay  
RightOfWayAgreement  
SalesValidationQuestionnaire  
SeismicPermit  
SettlementAgreement  
\*SheriffsDeed  
\*SheriffsDeed/Correction  
SiteLease  
\*SpecialWarrantyDeed  
StatementOfClaim  
StateTaxLien  
SubordinateMortgage  
Subordination  
SubordinationAgreement  
SuccessorTrustee  
Survey  
TemporaryEasement  
\*TransferOnDeathDeed  
Trust  
\*TrustDeed  
\*TrusteesDeed  
\*TrusteesQuitClaimDeed  
UccAmendment  
UccAssignment  
UccContinuation  
UCCCorrection  
UccFederalTaxLien  
UccFederalTaxLienRelease  
UccFinancingStatement  
UCCFixtureFiling  
UccInformationRequest  
UccMechanicsLien  
UccMechanicsLienTermination  
UccPartialRelease  
UccRelease  
UccStateTaxLien  
UccStateTaxLienRelease  
UccTermination  
Vacation  
Waiver  
\*WarrantyDeed  
WaterRights  
Will