

Document Bulletin for Jackson County, IL

Jackson County, IL 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 x 5 inch space at the top right of first page and on the top with ½ inch on sides and bottom of each page and top of subsequent pages.
- Letter sized documents accepted. Legal size documents are accepted with a \$ 12 non-standard fee.
- 300 DPI accepted for documents
- Recording Hours: M-F, 8:00 AM to 4:00 PM.
- Conveyance/Deed Documents are not accepted at this time.

Document Type	Required Indexing and Attachment
Addendum	Indexing for all document types: Grantor/Grantee *Loan Amount
Affidavit	
Agreement	
Amendment	
Annexation	
AnnualReport	
Appointment	
ArticlesAmendment	
ArticlesOfDissolution	
ArticlesOfIncorporation	
ArticlesOfMerger	
ArticlesOfOrganization	
AssessmentLienRelease	
Assignment	
AssignmentOfInterest	
AssignmentOfMortgage	
AssignmentOfRents	
AssumptionAgreement	
BankruptcyOrder	
BeneficialInterest	
BillOfSale	
Bond	
Certificate	
CertificateOfAuthority	
CertificateOfChange	
CertificateOfDissolution	
CertificateOfRevocation	
CertificateOfSale	
CertificateOfWithdrawal	
Consent	
Contract	
Conveyance	
CorrectedAffidavit	
CorrectedMortgage	
CorrectedNoticeOfLien	
Covenants	
DeclarationOfCondominium	
DeclarationOfForfeiture	

DeclarationOfTrust Decree Dedication DischargeOfDebtor Disclaimer Easement EnvironmentalDisclosure EnvironmentalProtectionAgency FederalTaxLien FixtureFiling ForeclosureNotice ForeclosureRelease Grant Judgment JudgmentOfOrder Lease LeaseRelease Letter License Lien LisPendens MechanicsLien MemorandumOfAgreement MemorandumOfJudgment MemorandumOfJudgmentPartialRelease MemorandumOfJudgmentRelease MemorandumOfLease MemorandumOfOption Merger MobileHomeLien *ModificationAgreement MonumentRecord *Mortgage MortgageExtension MutualRelease Note Notice NoticeOfLien NoticeOfLisPendens NoticeOfProbate NoticeOfReclamation OilGasLease Option Order Ordinance PartialRelease Patent Permit PledgeOfRealEstate PowerOfAttorney PromissoryNote ProtectiveCovenants PublicAidLien Ratification RecaptureAgreement Refusal Reinstatement Release ReleaseOfEstateInterest ReleaseOfFederalTaxLien ReleaseOfFixtureFiling ReleaseOfLien ReleaseOfLISPendens ReleaseOfMechanicsLien ReleaseOfMobileHomeLien ReleaseOfNoticeOfLien ReleaseofStateLien	
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

ReleaseUnemploymentLien Renewal RenewalLien Resignation Resolution RetailersTaxLien Revocation RevocationOfFederalTaxLien RiderAdjustableRate RightOfWay StateTaxLien StockTransfer Subordination SubordinationAgreement SubstitutionOfTrustee SupplementalIndenture Termination Transfer UccAmendment UccAssignment UccContinuation UCCOrganization UccPartialRelease UccRelease UccTermination UnemploymentLien Vacated Waiver WaiverOfLien Will Withdrawal	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--