

## ***Document Bulletin for Newaygo County, MI***

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Newaygo County, MI 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 ½ inch is required at the top of the first with with ½ inch around sides, bottom, and the top of subsequent pages.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 8:00 am and 4:30 pm.
- Images must be submitted at 300dpi.
- Newaygo Does NOT accept via eRecording: Death Certificates, Court Documents, and Sheriff's Deeds.

Document Type	Required Indexing
ASSIGNMENT LAND CONTRACT	Grantor/Grantee Requesting Party/Address
ASSIGNMENT OF MORTGAGE	
ASSIGNMENT OIL LEASE	*Consideration Amount
CERT RELEASE OF LIEN	
CERTIFICATE OF REDEMPTION	
CERTIFICATE OF TRUST	
CERTIFICATE WITHDRAWAL ST MI	
DISCHARGE OF MORTGAGE	
DISCHARGE OIL & GAS	
EASEMENT	
FAST TRACK AUTHORITY	
FEDERAL TAX LIEN	
FIXTURE FILING	
LAND CONTRACT	
MEMORANDUM LAND CONTRACT	
MISCELLANEOUS RECORD	
MORTGAGE	
NOTICE OF COMMENCEMENT	
OIL AND GAS LEASES	
PART RELEASE FEDERAL	
POWER OF ATTORNEY	
*QUIT CLAIM DEED	
RATIFICATION OF OIL	
RELEASE FEDERAL TAX	
RELEASE STATE TAX LIEN	
*STATE DEED	
STATE NOTICE	
STATE OF MICH UNEMPLOYMENT	
STATE TAX LIEN	
SURVEY	
TERMINATION FIXTURE FILING	
*WARRANTY DEED	