



Document Bulletin for Jefferson, WV

Jefferson, WV 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:

- Need 2” top margin on top of first page
- Only Letter sized documents accepted
- 300 DPI accepted for documents.

Document Type	Required Indexing and Attachment
Abandonment Of Assumed Name	Grantor/Grantee Requesting Party Consideration for Deeds/Mortgages
Acknowledgment Of Receipt	
Affidavit Assignment Book	
Affidavit Release Book	
Affidavit Deed Book	
Affidavit Trust	
Affidavit Judgment Book	
Agreement	
Agreement Trust	
Amended Agreement	
Amended Certificate Of Partnership	
Amended Limited Liability Company	
Amendment Of Ucc	
Amendment Of Ucc Deed Book	
Amendment To Deed Of Trust	
Articles Of Amendment	
Assignment	
Assignment Of Rents And Leases	
Assignment Of Ucc	
Assumption Agreement Of Deed Of Trust	
Business Under Assumed Name	
Bylaws	
Certificate Of Authority	
Certificate Of Dissolution	
Certificate Of Merger	
Certificate Of Trade Name	
Certificate Of True Name	
Certificate Of Withdrawal	
Change Of Name	
Church Trustees	
Civil Service Commission	
Consent	
Continuation	
Continuation Of Ucc	
Correction Deed	
Covenant	
Declaration	
Deed	
Deed Of Trust	
Disclaimer Of Estate	
Easement	

Easement Agreement Execution Financing Statement Financing Statement Deed Book Guardian Affidavit Indenture Judgment Judgment Order Lease Limited Liability Company Lis Pendens Mechanics Lien Memorandum Of Trust Miscellaneous Miscellaneous Bond Modification Notice Notice Of Deed Of Trust Option Order Order Of Release Partial Release Partial Release Of Ucc Petitions Plat Power Of Attorney Promissory Note Release Release Of Conditions Release Of Ucc Resignation Of Trustee Resolution Restrictive Covenants Revocation Of Power Of Attorney Revocation Of Release Revocation Of Transfer On Death Deed Right Of First Refusal Right Of Way Road Maintenance Agreement State Tax Appraisal Subordinating Agreement Substitution Of Trustee Successor Trustee Tax Lien Deed Termination Of Lease Termination Of Limited Liability Company Termination Of Ucc Trust Agreement Trustee Bond Trustees Report Of Sale Trustees Report Of Sale Correction Waiver	
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