



## Document Bulletin for Greensville County, VA

Greensville County, VA 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:**

- Documents must have a 1 inch blank margin at top of first page and 1 inch blank margin on remaining sides of first page and on all sides and top of subsequent pages.
- Letter sized documents accepted.
- 300 DPI on all Images
- Hours of Operation: M-F, 9:00 AM to 5:00 PM
- According to the VA Supreme Court Website, Cover-pages are not required for eRecording submissions.

Document Types	Required Indexed Fields
Affidavit *Agreement *AgreementOfLease Amendment Assignment AssignmentOfDeedofTrust *AssignmentOfLeaseAgreement CertificatePartialRelease CertificatePartialSatisfaction CertificateRelease CertificateOfSatisfaction Reconveyance CertificateofTransfer CondominiumInstrument *Contract DeclarationStatement **Deed **DeedInLieuofForeclosure *DeedInTrust *DeedOfTrust *DeedOfTrustConstructionLoadn *DeedOfTrustCreditLine **DeedOfTrustModified *DeedOfTrustRefinance **DeedOfTrustRevolvingEquityLine **DeedTrusteesOnForeclosure *Easement **GiftDeed Homestead LisPendens	Indexing for all document types: Grantor/Grantee Requesting Party/Address Tax Map/PIN  Additional Indexing: *Consideration Amount, Grantee Address  **Assessed Value, Consideration Amount, Grantee Address

<p>*LeaseAgreement MechanicsLien *MineralDeed MineralLease NoticeOfLien NoticeOfLisPendens Plats PowerOfAttorney **QuitClaimDeed Reconveyance Release ReleaseOfDeedOfTrust ReleaseOfLisPendens RevocationOfPowerOfAttorney Rider Satisfaction Subordination SubstitutionTrustee **TaxDeed *TimberDeed TimberLease **TrustDeed</p>	
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