

KNOX COUNTY RECORDER'S OFFICE

Lisa Clark/Benoek

111 N 7TH ST, SUITE 2,

VINCENNES, IN 47591

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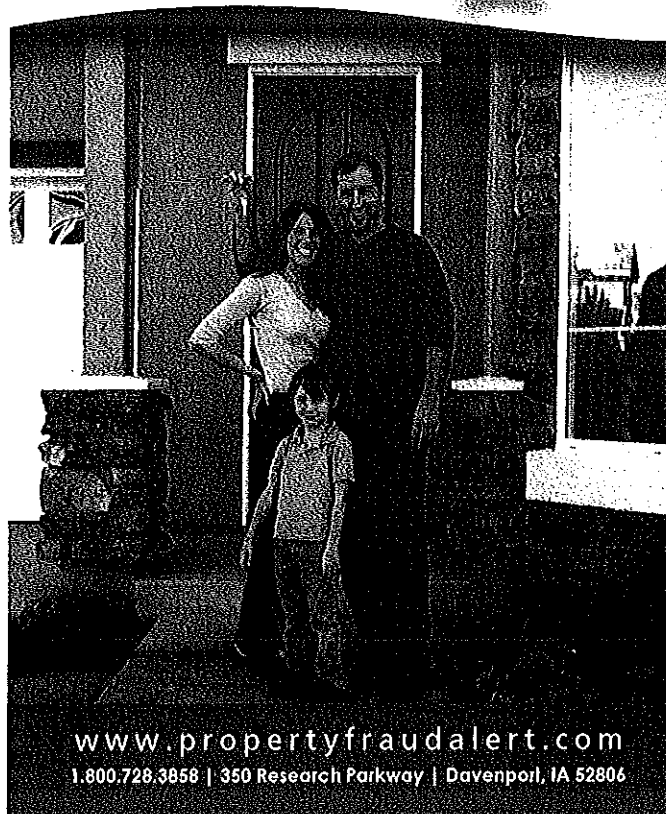
EMAIL: lcr@knoxcounty.in.gov

PROTECT

your most valuable

INVESTMENT

PROPERTY FRAUD ALERT



www.propertyfraudalert.com

1.800.728.3858 | 350 Research Parkway | Davenport, IA 52806

PROPERTY FRAUD

What is it?

WHEN SOMEONE ILLEGALLY USES YOUR PROPERTY FOR FINANCIAL GAIN.

PROPERTY FRAUD

How does it happen?

SOMEONE RECORDS A FRAUDULENT DOCUMENT IN THE COUNTY LAND RECORDS OFFICE, MAKING IT LOOK LIKE THEY OWN YOUR HOME OR PROPERTY

PROPERTY FRAUD

Should I be concerned?

YES, ACCORDING TO THE FBI PROPERTY AND MORTGAGE FRAUD IS THE FASTEST GROWING WHITE-COLLAR CRIME.

PROPERTY FRAUD

What can I do about it?

YOUR COUNTY LAND RECORDS OFFICE HAS TEAMED UP TO CREATE A NOTIFICATION SERVICE CALLED...

PROPERTY FRAUD ALERT

SUBSCRIBE FREE OF CHARGE:
WWW.PROPERTYFRAUDALERT.COM
OR CALL THE PROPERTY FRAUD
ALERT HOTLINE AT 1-800-728-3858.

OR FOR FURTHER DETAILS
CONTACT YOUR COUNTY'S LAND
RECORDS OFFICE.

**INDIANA RECORDERS OFFICE
FEE SCHEDULE
EFFECTIVE MARCH 28, 2006**

DEEDS:
 Not exceeding 8.5" x 14" 16.00
 Each additional page, not exceeding 8.5"x14" 2.00

MORTGAGES:
 Not exceeding 8.5"x14" 14.00
 Each additional page, not exceeding 8.5"x14" 2.00

AFFIDAVITS / OTHER DOCUMENTS
 Not exceeding 8.5"x14" 11.00
 Each additional page, not exceeding 8.5"x14" 2.00

RELEASE / PARTIAL RELEASE / ASSIGNMENT
 Not exceeding 8.5"x14" 12.00
 Each additional page, not exceeding 8.5"x14" 2.00

ANY DOCUMENT EXCEEDING 8.5" X 14"20.00
 Each additional page, exceeding 8.5"x14" 5.00

MECHANICS LIEN
 With one first class mailing 13.00
 Each additional page and or mailing 2.00

ADDITIONAL SERVICES:
EACH CROSS REFERENCE of a recorded document.....1.00

PHOTOGRAPHIC COPIES OF RECORDERS RECORDS,
 per page1.00
 copies larger than 8.5 x 14.....2.00

CERTIFIED COPIES OF DOCUMENTS5.00
 Plus 1.00 per page for copies

UNIFORM COMMERCIAL CODE:

Financing Statement, 2 pages or less9.00
 Financing Statement, 3 pages or more.....13.00
 Amendment, 2 pages or less9.00
 Amendment, 3 pages or more13.00

SEARCH, one name.....10.00
 each additional name.....5.00

Please note: all financing statements involving personal property are to be filed at the Indiana Secretary of State's office. Failure to file in the proper office **may** affect the perfection of the filing.

ALL instruments must meet recording form and legibility statutes.

KNOX COUNTY RECORDER
 111 N. 7th St., Suite 2 • Vincennes, IN 47591
 Phone: 885-2508 • Fax: 885-2509 & 895-4913

NON-CONFORMING FEE per page: \$1.00
 Documents must be no larger than 8.5 x 14 in ten (10) point type on white 20 pound paper and not permanently bound or in continuous form. **The first and last pages of a document must contain a 2" top and bottom margin and 1/2" margin on each side.** Any additional pages require at least a 1/2" margin on all four sides. Exempted documents are judgments, court orders, writs, wills, death certificates, plats and surveys.

AFFIRMATION STATEMENT

A document may not be submitted to the County Recorder for recording or filing that contains a Social Security number unless required by law IC 36-2-7.5-4
 All documents, unless exempted by IC 36-2-11-15(a) must identify the name of the preparer of the document and state the required affirmation verbatim in IC 36-2-11-15(d).

"I affirm, under penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law."

Signature _____

Essential Recording Requirements

- Acknowledgements:* To entitle any conveyance, mortgage or instrument of writing to be recorded.
- Legibility of Names:* Typed or printed under each signature exactly as signed.
- Name of Person Preparing Instrument:* Each document affecting real estate.
- Notarized Documents:* Requires county residence of notary and commission expiration.
- Transfer of Deeds of Taxation:* Endorsement by Auditor before recording.
- Release of Satisfaction of Liens:* May be executed by President, Vice President, Cashier, Secretary, Treasurer, General Manager, or Attorney-in-Fact only.
- Per I.C. 36-2-7-10(b) (11) and P.L. 151-99, a supplemental fee of not more than \$3.00 to record a single document.
- Effective 7-1-2001, the fee has been added to this county's fee schedule.

Courtesy of the Indiana Recordors Association



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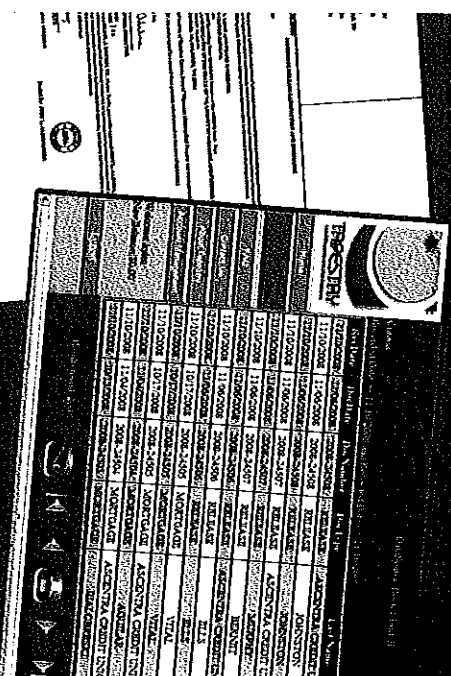


For specific county details contact
Fidlar Technologies at 1-800-747-4600.



For Occasional Users Pay-As-You-Go

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- 24 x 7 access
- Extremely fast searching and viewing of documents
- Support and training services available



Log onto www.landrecords.net to begin your search.

Records

Most states have an elected recorder or a registrar of deeds. A Constitutional Office, the county recorder's primary function is to maintain permanent public records submitted for recording. These records are the legal basis for determining ownership of real property. These documents, sometimes called instruments, include mortgages, deeds, liens, military discharges, subdivision plans, leases, public and private bonds, personal property, and powers of attorney.

Instruments are recorded either for giving legal public notice of their existence or for safekeeping and future reference.

It is the duty of the recorder to see that each instrument meets the essential requirements for recording. Each instrument must be scanned and indexed into a computer system and then microfilmed for archival purposes.

The county recorder prepares and furnishes official copies of any record or instruments when required by law or ordered by the court, or requested by any parties. And if requested the recorder certifies that it is a true and correct copy of the document in the records of the office.

The recorder may under IC 32-21-2-3 acknowledge any conveyance, mortgage or instrument of writing to be recorded.

The county recorder files Uniform Commercial Code financing statements that pertain to fixtures to the real property. They also conduct searches on names presented to them by a financial institution or company.

The recorder is a member of the county commission on public records, which has authority over the preservation or disposition of all public records maintained by the county.