

NOTICE OF RECORDING REQUIREMENT CHANGES

The Utah Legislature passed House Bill 200 at this year's legislative session which created changes to Utah's recording requirements. The bill will standardize document recording in the offices of Utah County Recorders. The bill states that a County Recorder may require that each instrument submitted for recording conform to the following:

1. Be on white paper that is 8 ½ inches by 11 inches in size.
2. Have a margin of 1 inch on the left and right sides and at the bottom of each page.
3. Have a space of 2 ½ inches down and 4 ½ inches across the upper right corner of the first page and a margin 1 inch at the top of each succeeding page.
4. Not be on sheets of paper that are continuously bound together at the side, top, or bottom.
5. Not contain printed material on more than one side of each page.
6. Be printed in black ink and not have text smaller than seven lines of text per vertical inch.
7. Be sufficiently legible to make certified copies.

The bill also allows an additional fee to be charged if the document does not conform to these requirements which may not exceed \$2.00 per page.

The bill does not apply to the following:

1. Maps
2. A certificate or affidavit of death.
3. A document regarding taxes that is issued by the Internal Revenue Service of the United States Department of Treasury.
4. A document submitted for recording that has been filed with a court and conforms to the formatting requirements established by the court
5. A document submitted for recording that is in a form required by law.

The bill was written to take effect as of September 1, 2007, however, due to the amount of time it will take companies to conform to the new requirements, this office will not require these changes to take effect until JANUARY 1ST, 2008.