

## **SUWANNEE COUNTY, FLORIDA RECORDING FEES/REQUIREMENTS**

### **RECORDING FEES ARE:**

**\$10.00 ... for the first page and  
\$ 8.50 ... for each additional page**

**Documentary Stamps for Deeds are: \$.70 per \$100.00/\$7.00 per \$1000.00**

**Documentary Stamps for Mortgages are: \$.35 per \$100.00/\$3.50 per \$1000.00**

**Intangible Tax is paid on the financed amount times: \$.002**

**If a mortgage is being assumed figure the assumption amount times: \$.0035**

**Agreement for Deed Documentary Stamps are paid on the PURCHASE PRICE at the rate of \$7.00 per thousand. Documentary Stamps are paid on the FINANCED AMOUNT at the rate of \$3.50 per thousand. Intangible tax is paid on the FINANCED AMOUNT times \$.002.**

### **MISCELLANEOUS FEES:**

**Copies of documents from Official Records: \$1.00 per page**

**Certification of a document: \$2.00 per document**

**Indexing of names: \$1.00 per name after 4 names**

**Preparation of Notice of Recording \$10.00**

**Certified Mail \$6.45**

### **REQUIREMENTS FOR RECORDING DEEDS OR MORTGAGES ARE:**

- 1. Grantees address must be on document.**
- 2. Grantors signature must be notarized and witnessed by two witnesses. Notary may be one of the witnesses but must sign as a witness AND notary.**
- 3. Names must be printed or typed underneath each signature.**
- 4. Property identification number should be included. This is listed on the tax bill as the account number. If you do not have a tax bill, contact the Suwannee County property appraiser's office.**
- 5. Name and address of who prepared the deed and name and address of who to return the deed to must appear on the face of the document.**
- 6. Please include consideration amount on face of deed or by attached memo.**

**If you have any questions, please contact our office at 386-362-0534.**