



CSC Submitter Document Bulletin Update

Town of Suffield, CT is now electronically recording (eRecording) documents through CSC.

Available documents and required fields are listed in the below table.

If this county has not been added to your drop-down list and you'd like to eRecord in this county, please contact your CSC representative.

General requirements for all documents:

- 3x3 inch top-right margin required on first page; for all other pages, margins to be a minimum of 1 inch
- Minimum 10-point font required
- Letter- and legal-sized documents accepted at 300 DPI
- Recording hours are M-F, 8 a.m. to 4:30 p.m. (cut-off time, documents can be submitted any time)

Document type

- Amendment of Trade Name
- Assignment
- Cancellation of Trade Name
- Land Record Federal
- Land Record Municipal
- Land Record State
- Land Record Without Tax
- MERS Grantor And Grantee General
- MERS Grantor Assignment And Release Exception
- Reconveyance
- Release of Trade Name
- Trade Name

Required indexing and attachment

- Grantor/Grantee