



Document Bulletin for McKenzie County, ND

McKenzie County, ND 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:

- 3" completely blank recording area required on top of first page. If not included, blank page will be added to the end of the document and subject to additional page fees.
- At least 1" margin needed on at least one side of all pages. Otherwise a \$10 fee non-conforming fee will be charged.
- \$3 per reference, \$1 per description
- Letter and Legal sized documents accepted
- Minimum 10 pt font required
- 300 DPI accepted for documents.
- Recording hours are M-F, 8:30 AM to 3:30 PM (Cut Off Time, can be submitted any time) 3

Document Type	Required Indexing and Attachment
Mortgage Other (any doc type other than Deeds, Deeds will be available in 2022)	Mailing Party Info