



CSC Submitter Document Bulletin Update

Saint Clair County, MO 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:

- 3 inch top margin required on first page; for all other pages, margins to be a minimum of 0.75 inch
- Minimum 10-point font required
- Only letter-sized documents accepted at 300 DPI
- Recording hours are M-F, 8 a.m. to 4 p.m. (cut-off time, documents can be submitted any time)

Document type

Acknowledgment
Addendum
Affidavit
Affidavit of Affixation
Agreement
Affidavit of Lost Note
Amendment
Annexation
Appointment
Articles
Assignment
Assignment of Leases and Rents
Assumption Agreement
Assent Agreement
Appt. Successor Trustee
Beneficiary Deed
Bond
Bill of Sale
Cemetery Deed
Certificate
Contract For Deed
Consent

Required indexing and attachment

- Grantor/Grantee on ALL document types
- Consideration amount on deeds



CSC Submitter Document Bulletin Update

Collectors Deed
Conservators Deed
Continuation
Conveyance
Convenants
Certificate of Redemption
Contract
Corporate Warranty Deed
Death Certificate
Declaration of Trust
Decree
Deed
Deed in Lieu of Foreclosure
Durable Power of Attorney
Disclaimer
Disclosure
Deed of Trust
Easement
Executors Deed
Extension Agreement
Final Settlement
UCC/Financing Statement
Guardians Deed
Affidavit of Heirship
Home School
Indenture
Judgment
Lease Agreement
Letters
Lien or Levy
Notice of Lost Note
Notice of Lis Pendens
Mechanics Lien
Memo
Merger
Miscellaneous
Modification Agreement
Mortgage



CSC Submitter Document Bulletin Update

Notice of Intended Sale
Notice
Promissory Note
Non-probate Transfer
Notice of Tax Certificate Sale
Option
Ordinance
Order
Patent
Petition
Power of Attorney
Personal Rep Deed
Partial Release
Probate
Quit Claim Deed
Deed of Reconveyance
Report
Request For Notice
Resignation
Resolution
Restrictions
Revocation
Right of 1st Refusal Waiver
Rider
Release
Right of Way
Resignation of Trustee
Security Agreement
Satisfaction
Scriveners Error
Sheriffs Deed
Special Tax Bill
Successor Trustees Deed
Statement
Subordination Agreement
Supplemental Indenture
Trustees Deed
Trustees Deed - Foreclosure



CSC Submitter Document Bulletin Update

TEFRA Lien
Termination
Trust Agreement
Certificate of Purchase
Vacation
Waiver
Warranty Deed
Will
