



## Document Bulletin for Ashtabula County, OH

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Ashtabula County, OH 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 dropdown list and/or you would like to e-Record in this county, please contact your CSC representative.

**General Requirements for all documents:**

- 3 inch margin at the top of first page. 1.5” Margin on the top of each remaining pages with 1” side margin and bottom margins of subsequent pages.
- Legal and Letter sized documents accepted
- 300 DPI accepted for documents.
- Recording hours are 8:00 to 12:00 and 1:00 to 4:30 Monday through Friday
- Note: Conveyance/Deed Type Documents are not accepted electronically at this time

Document Type	Required Indexing and Attachment
AFFIDAVIT-LEASE AFFIDAVIT-LIEN AFFIDAVIT-MORTGAGE AGREEMENT-LEASE AGREEMENT-LIEN AGREEMENT-MORTGAGE AMENDMENT OF UCC AMENDMENT-LEASE AMENDMENT-MORTGAGE ASSIGNMENT OF UCC ASSIGNMENT-LEASE ASSIGNMENT-LIEN ASSUMPTION OF MORTGAGE BROKER LIEN CONSENT-LEASE CONSENT-LIEN CONSENT-MORTGAGE CONSOLIDATION OF LEASES CONTINUATION OF UCC CONTRACT DESIGN PROFESSIONAL LIEN DISCLAIMER FEDERAL LIEN HEALTHCARE P-A - \$40 MAX HEALTHCARE P-A - NO FEE LEASE LICENSE LIEN MASTER MORTGAGE FORM MECHANIC'S LIEN MORTGAGE NOTICE-LEASE NOTICE-LIEN NOTICE-LIEN \$5 ABSTRACT OF JUDGMENT NOTICE-MORTGAGE OPTION-LEASE OPTION-MORTGAGE	<p><b>Indexing All Document Types:</b>            Grantor/Grantee            Does Document exceed size and margin question</p>

PARTIAL RELEASE FEDERAL LIEN  
PARTIAL RELEASE FEDERAL TAX LIEN  
PARTIAL RELEASE OF UCC  
PARTIAL RELEASE-LEASE  
PARTIAL RELEASE-LIEN - NO FEE  
PARTIAL RELEASE-LIEN \$28-\$8 FEE  
PARTIAL RELEASE-LIEN \$3.00 FEE  
PARTIAL RELEASE-LIEN \$4.00 FEE  
PARTIAL RELEASE-MORTGAGE  
PERMIT-LEASE  
PETITION  
POWER OF ATTORNEY  
RATIFICATION OF LEASE  
RECOGNIZANCE BOND  
RELEASE FEDERAL LIEN  
RELEASE OF BROKER LIEN  
RELEASE OF FEDERAL TAX LIEN \$3.00 FEE  
RELEASE-LEASE  
RELEASE-LIEN - NO FEE  
RELEASE-LIEN \$2 FEE (MEDICAID PROVIDER)  
RELEASE-LIEN \$28-\$8 FEE  
RELEASE-LIEN \$3.00 FEE  
RELEASE-LIEN \$4.00 FEE (ODJFS)  
RELEASE-MORTGAGE  
SUBLEASE AGREEMENT  
SUBORDINATION AGREEMENT  
SUBORDINATION OF LEASE  
SUBORDINATION OF LIEN  
SUBORDINATION OF MORTGAGE  
SUBORDINATION OF UCC  
TAX CERTIFICATE  
TAX LIEN - FEDERAL NOTICE  
TERMINATION OF UCC  
TRUST  
UCC FIXTURE FILING  
WAIVER OF PRIORITY  
WAIVER-LIEN  
WAIVER-MORTGAGE  
WITHDRAWAL OF FEDERAL LIEN \$5.00 FEE  
WITHDRAWAL OF FEDERAL TAX LIEN \$5.00 FEE  
WITHDRAWAL OF MEDICAID LIEN