



Document Bulletin for Effingham County, IL

Effingham County, IL 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:

- Documents must have a 3x3 inch blank area at top right of first page and 1 inch blank margin on remaining sides of first page and on all sides and top of subsequent pages.
- Letter sized documents accepted.
- 300 DPI on all Images
- Hours of Operation: M-F, 8:00 AM to 3:00 PM

Document Types	Required Indexed Fields
Administrator Deed Affidavit Affidavit Of Affixation Affidavit Of Heirship Affidavit Of Non Production Affidavit Of Organization Agreement Amendment Annexation Articles Of Amendment Articles Of Incorporation Articles Of Organization Assignment Assignment Of Beneficial Interest Assignment Of Easement Assignment Of Ground Lease Assignment Of Lakeshore Lease Assignment Of Mortgage Assignment Of Rents Bankruptcy Bankruptcy Deed Bill Of Sale Birth Certificate Bond Cancellation Cancellation Of Lakeshore Lease Cemetery Deed Certificate	<p>Indexing for all document types: Requesting Party w/ Phone and Email</p> <p>Indexing for deeds: Consideration Amount Optional PTax Attachments</p>

Certificate Of Purchase	
Certificate Of Sale	
Child Support Lien	
Consent	
Contract	
Conveyance	
Corrected Assignment	
Corrected Deed	
Corrected Plat	
Corrected Quit Claim Deed	
Correction	
Covenant	
Death Certificate	
Declaration	
Dedication	
Deed	
Direction	
Disclaimer	
Dissolution	
Easement	
Easement Deed	
Easement Utility	
Enterprise Zone	
Environmental Disclosure	
Executor Deed	
Extension Mortgage	
Extension Oil And Gas Lease	
Federal Tax Lien	
Federal Tax Lien Partial Release	
Federal Tax Lien Release	
First Refusal	
Guardian Deed	
Guardianship	
Indenture	
Joint Quit Claim Deed	
Joint Warranty Deed	
Judgment	
Lakeshore Lease	
Lease	
Lease Deed	
License	
Lien	
Lis Pendens	
Marriage Certificate	
Marshall Deed	
Mechanics Lien	
Memorandum Agreement	
Memorandum Of Oil And Gas Lease	
Merger	
Military Discharge	
Mineral Deed	

Modification Monument Record Mortgage Mortgage Correction Note Notice Notice Probate Oil And Gas Amendment Oil And Gas Assignment Oil And Gas Books Oil And Gas Lease Oil And Gas Lien Option Order Ordinance Partial Assignment Partial Cancellation Partial Release Plat Plat Condominium Power Of Attorney Quit Claim Deed Quit Claim Deed By Entirety Ratification Recapture Agreement Reconveyance Release Release Of Estate Interest Release Of Mortgage Rescission Resignation Resolution Restriction Restrictive Covenants Revocation Right Of Way Second Mortgage Severance Sheriff Deed State Department Employment Lien State Healthcare Lien Statement State Release Of Lien State Tax Lien State Tax Lien Release Subordination Subsidy Survey Tax Deed Termination Third Mortgage	
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Transfer On Death Transfer On Death Acceptance Trust Agreement Trust Deed UCC3 Amendment UCC3 Assignment UCC3 Continuation UCC3 Termination UCC Financing Statement Vacation Variance Waiver Warranty Deed Warranty Deed By Entirety Will	
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