



# CSC Submitter Document Bulletin Update

Town of Greenwich, 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:

- 3 inch top margin required on first page; for all other pages, margins to be a minimum of 1 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

- Assignment
- Land Document
- Mortgage
- Mortgage Mers
- Reconveyance

### Required indexing and attachment

- Grantor/Grantee, Return To Party
- No conveyance Documents accepted at this time.