



CSC Submitter Document Bulletin Update

Martinsville City, VA 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, 9 a.m. to 3 p.m. (cut-off time, documents can be submitted any time)

Document type

- AFFIDAVIT
- AGREEMENT
- AGREEMENT Of Equipment Lease
- AGREEMENT Lease
- AMENDMENT
- ASSIGNMENT
- ASSIGNMENT Of Deed of Trust
- ASSIGNMENT Of Lease Agreement
- CERTIFICATE Partial Release
- CERTIFICATE Partial Satisfaction
- CERTIFICATE Release
- CERTIFICATE Satisfaction
- CERTIFICATE of Transfer
- CONDOMINIUM Instrument
- CONTRACT
- ASSIGNMENT Of Deed of Trust
- DECLARATION statement
- DEED
- DEED in Lieu of Foreclosure
- DEED of Confirmation
- DEED Easement/Right of Way
- DEED OF TRUST
- DEED OF TRUST Construction

Required indexing and attachment

- Consideration amount
- Grantor/Grantee



CSC Submitter Document Bulletin Update

- Loan
- DEED OF TRUST Credit Line
- DEED OF TRUST Modified
- REFINANCE Deed of Trust
- DEED OF TRUST Revolving Equity Line
- Deed Trustees On Foreclosure
- DEED Easement/Right of Way
- Deed of Gift
- DEED Homestead
- NOTICE of Lis Pendens
- LIEN Mechanics
- DEED/LEASE Mineral
- NOTICE of Lien
- PLATS/MAPS
- POWER OF ATTORNEY
- DEED Quit Claim
- CERTIFICATE Satisfaction
- DEED of Release
- RELEASE Deed of Trust
- RELEASE Lis Pendens
- RELEASE Mechanics Lien
- ASSIGNMENT Of Deed of Trust
- POWER OF ATTORNEY Revocation
- RIDER
- CERTIFICATE Satisfaction
- SUBORDINATE Agreement
- Substitution of Trustee
- DEED TAX
- DEED/LEASE Timber
- DEED in Trust