



## Document Bulletin for Jay, IN

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Jay, IN 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:**

- 2" top and bottom margins required on first and last pages, all other margins on all pages to be ½"
- Letter and Legal sized documents accepted
- Minimum 10 pt font required
- 300 DPI accepted for documents

Document Type	Required Indexing and Attachment
A9 Amended Amendment	Requesting Party
A9 Amended Assignment	Consideration/Sales Disclosure for Deeds
A9 Amended Continuation	
A9 Amendment Termination	
A9 Financing Statement	
A9 Fixture Filing Or Non Ucc	
A9 Information Requested	
A9 Statement Of Correction	
Addendum	
Affidavit	
Agreement	
Assignment	
Assumed Business Name	
Bond	
Certificate	
Contract	
Corporate Warranty Deed	
Corrective Deed	
County Government Deed	
Death Deed	
Deed Affidavit	
Department Of Natural Resources	
Department Of Natural Resources Release	
Easement	
Election Of Trustees	
Environmental Disclosure	
Federal Tax Lien	
Federal Tax Lien Release	
Guardians Deed	
Hospital Lien	
Lease Agreement	
Mechanics Lien	
Mechanics Lien Release	
Military Discharge	
Miscellaneous	
Miscellaneous Judgment	
Mortgage	

Mortgage Extension Mortgage Modification Mortgage Subordination Oil Lease Open End Mortgage Oversize Document Oversize Survey Partial Release Personal Representative Deed Plats Power Of Attorney Quiet Title Quit Claim Deed Reconveyance Release Miscellaneous Release Mortgage Right Of Way Sewer Lien Sheriff Marshall Deed Survey Tax Title Deed Timber Agreement Trustee Deed UCC2 Fixture Filing Warranty Deed	
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