



CSC Submitter Document Bulletin Update

Town of Johnston, RI 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:

- All margins to be 1" on all pages
- Letter and Legal sized documents accepted
- 200 DPI accepted for documents.
- eRecording hours are M-F, 8:00 AM to 4:00 PM (Cut-off time, can submit documents any time)

Document type

- Affidavit
- Agreement
- Assignment
- Attachment
- Bill Of Sale
- Declaration
- Deed
- Discharge
- Easement
- Federal Tax Lien
- Federal Tax Lien Discharge
- Lease
- Lis Pendens
- Mechanics Lien
- Miscellaneous Other
- Mortgage
- Municipal Lien Certificate
- Notice
- Order
- Partial Release Of Mortgage
- Power Of Attorney
- Release
- State Assignment
- State Court
- State Declaration

Required indexing and attachment

- Grantor/Grantee for all doc types
- Consideration Amount for Deeds



CSC Submitter Document Bulletin Update

- State Deed
- State Discharge
- State Easement
- State Lease
- State Lien
- State Tax Lien
- Ucc Financing Statement
- Waiver