



# CSC Submitter Document Bulletin Update

Mason, WV 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:

- Need 2" top margin on top of first page
- Letter sized documents accepted
- 300 DPI accepted for documents.
- Recording hours: 8:30 AM to 4:30 PM (cutoff only, can submit any time)

### Document type

- Affidavit
- Agreement Deed Book
- Agreement Lien
- Amendment Deed Book
- Amendment Lien
- Amendment Ucc
- Amendment Of Oil And Gas Lease
- Assessment
- Assignment Of Oil And Gas Lease
- Assignment Of Deed
- Assignment Of Lease
- Assignment Of Lien
- Cancellation Of Deed
- Cemetery Deed
- Name Change
- Church Trustees
- Corporation
- Correction Deed
- Deed
- Easement
- Execution
- Execution No Charge
- Judgment Lien
- Land Contract
- Lease
- Lien

### Required indexing and attachment

- Grantor/Grantee
- Requesting Party
- Consideration for Deeds



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- Lis Pendens
- Mechanics Lien
- Memorandum Of Oil And Gas Lease
- Modification Or Extension Of Oil And Gas Lease
- Oil And Gas Lease
- Partial Release
- Partial Release Of Deed
- Partial Release Of Federal Tax Lien
- Partial Release Of Oil And Gas Lease
- Partition Deed
- Power Of Attorney
- Quit Claim Deed
- Release Of Deed
- Release Of Federal Tax Lien
- Release Of Lien
- Release Of Oil And Gas Lease
- Resignation And Substitution Of Trustee
- Resignation Of Trustee
- Revocation Of Power Of Attorney
- Right Of Way
- Right Of Way Deed
- Special Commissioners Deed
- Statutory Lien
- Straw Deed
- Subordination Agreement
- Substitution Of Trustee
- Surrender Oil And Gas Lease
- Tax Lien
- Timber Contract
- Transfer On Death
- Trust
- Trust Deed
- Trustees Report