



# CSC Submitter Document Bulletin Update

Mercer, 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
- Legal and Letter sized documents accepted
- 300 DPI accepted for documents.
- Recording hours: 8:30 AM to 4:00 PM (cutoff only, can submit any time)

### Document type

- Affidavit
- Affidavit Deed
- Agreement
- Assignment
- Assignment Of Bill Of Sale
- Assignment Of Contract
- Assignment Of Deed
- Assignment Of Deed Of Trust
- Assignment Of Judgment
- Assignment Of Lease
- Assignment Of Oil And Gas
- Assignment Of Oil And Gas Lease
- Assignment Of Rents
- Assignment Of Tax Lien
- Assignment Other
- Assumed Name
- Assumption Agreement
- Assumption Agreement Lien
- Bankruptcy
- Bill Of Sale
- Certificate
- Certificate Of Authority
- Certificate Of Dissolution
- Certificate Of Incorporation
- Certificate Of Merger
- Certificate Of Registration

### Required indexing and attachment

- Grantor/Grantee
- Requesting Party
- Consideration for Deeds



# CSC Submitter Document Bulletin Update

- Certificate Of Registration Of True Name
- Change Of Name
- Charter Certificate Of Incorporation
- Church Trustee
- College Trustee
- Contract
- Contract Agreement
- Contract Bond
- Corrective Trustee Report
- Court Order
- Debris Removal Lien
- Declaration
- Deed
- Deed Of Correction
- Deed Of Exchange
- Deed Of Trust
- Deed Of Trust With Assignment
- Default Judgement Order
- Department Employment Security
- Depository Bond
- Development Bond
- Disclaimer
- Easement
- Elected Officials Bond
- Estate Tax Lien
- Execution
- Federal Tax Lien
- Final Order Deed Book
- Financing Statement Assignment
- Fixture Filing
- Forfeited And Delinquent Land
- Judgment Child Advocate
- Judgment
- Lease Agreement
- Lease Other
- Lease Purchase Agreement
- Lien Order
- Lis Pendens
- Lodge Trustee
- Matrimony Bond



# CSC Submitter Document Bulletin Update

- Mechanics Lien
- Memorandum Of Trust
- Modification-Agreement
- Modification Of Deed Of Trust
- Notice Of Disqualification
- Oil And Gas Lease
- Option
- Order
- Partial Assignment Of Oil And Gas Lease
- Partial Release Of Assignment
- Partial Release Of Deed
- Partial Release Of Deed Of Trust
- Partial Release Of Execution
- Partial Release Of Federal Tax Lien
- Partial Release Of Judgment
- Partial Release Of Oil And Gas Lease
- Partial Release Of Tax Lien
- Partial Release Of Trust Deed
- Partial Release Of Trustee Report Of Sale
- Partition Deed
- Partnership Agreement
- Paving Assessment
- Payment Bond
- Performance Bond
- Plat
- Plat Athens
- Plat Bluefield
- Plat District Map
- Plat In Deed Book
- Plat Of Matoaka
- Plat Of Oakvale
- Plat Of Princeton
- Plat Subdivision
- Power Of Attorney
- Quit Claim Deed
- Real Estate Lease
- Reconveyance
- Release
- Release Of Assignment



# CSC Submitter Document Bulletin Update

- Release Of Contract
- Release Of Deed Of Trust
- Release Of Execution
- Release Of Federal Tax Lien
- Release Of Fixture Filing
- Release Of Inheritance Tax
- Release Of Judgment Child Advocate
- Release Of Judgment
- Release Of Lis Pendens
- Release Of Mechanics Lien
- Release Of Oil And Gas Lease
- Release Of Paving Assessment
- Release Of Sewer Service Charge
- Release Of Supplemental Indenture
- Release Of Tax Lien
- Restriction And Regulation
- Revocation Of Power Of Attorney
- Revocation Of Release
- Right Of Way
- Road Record
- Security Agreement
- Sewer Lien Bluefield
- Sewer Lien Psd
- Subdivision Assessment
- Subordination Agreement
- Subordination Of Ucc
- Substitution Of Trustee
- Supplemental Indenture
- Tax Deed
- Termination
- Termination Of Corporation
- Trade Name
- Trustee Deed
- Trustee Report Of Sale
- Trustee Sale
- Ucc 1 Financing Statement
- Ucc3 Amendment
- Ucc3 Assignment
- Ucc3 Continuation
- Ucc3 Partial Release
- Ucc3 Release



# CSC Submitter Document Bulletin Update

- Ucc3 Termination
  - Withdrawal Of Release
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