



CSC Submitter Document Bulletin Update

NORTHUMBERLAND, 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, 8:30 a.m. to 4:30 p.m. (cut-off time, documents can be submitted any time)

Document type

- Affidavit
- Agreement
- Agreement Of Equipment Lease
- Agreement Of Lease
- Amendment
- Assignment
- Assignment Of Deed Of Trust
- Assignment Of Lease Agreement
- Certificate Of Partial Release
- Certificate Of Partial Satisfaction
- Certificate Of Release
- Certificate Of Satisfaction
- Certificate Of Transfer
- Condominium Instrument
- Contract
- Corrective Assignment
- Declaration Statement
- Deed
- Deed In Lieu Of Foreclosure
- Deed Of Confirmation
- Deed Of Easement
- Deed of Trust
- Deed Of Trust Construction Loan
- Deed Of Trust Credit Line

Required indexing and attachment

- Consideration amount
- Grantor/Grantee



CSC Submitter Document Bulletin Update

- Deed Of Trust Modified
- Deed Of Trust Refinance
- Deed Of Trust Revolving Equity Line
- Deed Trustees On Foreclosure
- Easement
- Gift Deed
- Homestead
- Lis Pendens
- Mechanics Lien
- Mineral Deed
- Notice Of Lien
- Plat
- Power Of Attorney
- Quit Claim Deed
- Release
- Release Of Deed Of Trust
- Release Of Lis Pendens
- Release Of Mechanics Lien
- Rescission Of Assignment
- Revocation Of Power Of Attorney
- Rider
- Satisfaction
- Satisfaction Of Deed Of Trust
- Subordination
- Substitution Trustee
- Tax Deed
- Timber Deed
- Trust Deed