



CSC Submitter Document Bulletin Update

Orleans County, NY 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:

- Margins to be a minimum of 0.5 inch
- Minimum 10-point font required
- Letter- and legal-sized documents accepted at 300 DPI
- Recording hours are M-F, 9 a.m. to 5 p.m. (cut-off time, documents can be submitted any time)

Document type

- Affidavit
- Affidavit To Pay Mortgage Tax
- Agreement
- Amendment
- Assignment
- Assignment Lease For Mortgage
- Assignment of Lease
- Assignment of Rents
- Assignment Satisfaction
- Boundary Line Agreement
- Building Loan Agreement
- Certificate
- Certificate of Incorporation
- Covenant
- Death Certificate
- Deed
- Discharge of Lease
- Easement
- Estoppel Agreement
- Extension Agreement
- Federal Tax Lien
- Land Contract
- Lease
- Lien
- Medicaid Lien

Required indexing and attachment

- Consideration Amount on Deeds
- RP-5217 and TP-584 attachments on Deeds
- Loan Amount on Mortgages
- Tax Affidavit attachments on Mortgages



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- Merger
- Miscellaneous
- Modification Agreement
- Mortgage
- Mortgage Agreement
- Mortgage Assignment
- Mortgage Discharge
- Partial Release
- Power of Attorney
- Reconveyance
- Release
- Revocation
- Right of Way
- Subordination Agreement
- Termination
- Termination Of Assignment Of Rents
- Trust
- UCC Financing Statement
- UCC3 Amendment
- UCC3 Assignment
- UCC3 Continuation
- UCC3 Termination
- Water Rights
- Welfare Lien