



CSC Submitter Document Bulletin Update

Union County, OH 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
- Letter- and legal-sized documents accepted at 300 DPI
- Recording hours are M-F, 7:30 a.m. to 4 p.m. (cut-off time, documents can be submitted any time)

Document type

- Agreement
- Agreement Rider
- Amended Partnership
- Assignment
- Assignment of Rents
- Bankruptcy
- Bill of Sale
- Bwc Lien
- Bwc Release
- Bylaws
- Cancellation
- Cancellation Of Articles Of Incorporation
- Cancellation Of Mortgage
- Certificate of Partnership
- Certificate Of Termination
- Certificate of Trust
- Child Support Lien
- Continue Lien
- County Document
- Disclaimer
- Federal Tax Lien
- Lease
- Lien
- Loan Modification

Required indexing and attachment

- Grantor/Grantee
- Count of Additional References
- Legal Description on Mortgages



CSC Submitter Document Bulletin Update

- Master Mortgage
- Mechanics Lien
- Medicaid Estate Lien
- Memorandum
- Memorandum of Lease
- Memorandum of Trust
- Merger
- Miscellaneous
- Modification
- Mortgage
- Notice
- Notice of Commencement
- Notice Of Encumbrance
- Obes Lien
- Obes Release
- Objfs Release
- Objfs Release No Charge
- Obwc Lien
- Odjfs Lien
- Other
- Partial Release
- Power of Attorney
- Reconveyance
- Release
- Release of Mechanics Lien
- Release Of Restrictions
- Rerecorded Mortgage
- Resolution
- Restrictions
- Revocation of Power of Attorney
- Subordination of Mortgage
- UCC Financing Statement
- UCC3 Amendment
- UCC3 Continuation
- UCC3 Partial Release
- UCC3 Termination
- Unemployment Compensation Contract
- Unemployment Compensation Release
- Waiver Of Priority