



Document Bulletin for City of Waynesboro, VA

City of Waynesboro, VA is now electronically recording documents through CSC.

Available documents and required fields are listed in the attached table.

If this county has not been added to your drop down list and/or you would like to e-Record in this county, please contact your CSC representative.

General Requirements for all documents:

- Documents must have a blank 1 inch margin at top, left and bottom of page and a blank ½ inch margin on the right side of the page
- Letter sized documents accepted
- 300 DPI accepted for documents.
- Recording hours: 8:00 AM to 4:30 PM
- According to the VA Supreme Court Website, Cover-pages ARE required for eRecording submissions

Document Type	Required Indexing and Attachment
Affidavit	Indexing for all document types: Grantor/Grantee Requesting Party/Address Tax Map/PIN Additional Indexing: +Consideration Amount, Grantee Address ++Assessed Value, Consideration Amount, Grantee Address
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+	
Declaration Statement	
Deed++	
Deed In Lieu Of Foreclosure++	
Deed Of Easement+	
Deed Of Trust++	
Deed Of Trust Construction Loan+	
Deed Of Trust Credit Line+	
Deed Of Trust Modified++	
Deed Of Trust Refinance+	
Deed Of Trust Revolving Equity Line++	
Deed Of Trustee On Foreclosure++	
Easement+	
Gift Deed++	
Homestead	
Lis Pendens	
Mechanics Lien	

Mineral Deed+ Notice Of Lien Partial Reconveyance Plats Power Of Attorney Quit Claim Deed++ Reconveyance Release Release Of Lis Pendens Release Of Mechanics Lien Revocation Of Power Of Attorney Rider Satisfaction Subordination Agreement Substitution Of Trustee Tax Deed++ Timber Deed+ Trust Deed++	
--	--