

DEED RECORDING

Deeds are important legal documents. The Onondaga County Clerk's Office ***strongly recommends*** consulting an attorney regarding the preparation and filing/recording of any legal document.

OUR OFFICE IS PROHIBITED BY LAW FROM PROVIDING ANY LEGAL ADVCE. THE ACCEPTANCE OF AN INSTRUMENT FOR RECORDING IN NO WAY IMPLIES AN ENDORSEMENT OR LEGAL SUFFICIENCY OR A GUARANTEE OF TITLE. IF YOU CHOOSE TO ACT AS YOUR OWN ATTORNEY YOU ARE SOLELY RESPONSIBLE FOR LEGAL COMPLIANCE AND ANY IMPLICATIONS THEREOF.

To find a local attorney who specializes in real estate, contact the Onondaga County Bar Association Lawyer Referral Service at 315.471.2690. Their website is located at <https://www.onbar.org/>

Our office does not supply forms. To purchase a New York State specific deed form, you may visit the Blumberg Legal Forms website at: <https://www.blumberg.com/forms/>

All deed filings must be accompanied by both an RP-5217 and TP 584
All recording in Onondaga County require a ***legal description*** for the subject property.

ADDITIONAL RECORDING FEE EFFECTIVE MARCH 11, 2020

Effective March 11, 2020 there will be a \$10 fee added to all residential deed recordings.

On January 11, 2020 Governor Cuomo signed into law an amendment to Real Property Law Section 291 that requires County Clerks to notify the owner(s) of record of residential real property when a document is recorded affecting said residential property. The law also allows a reasonable fee to be assessed for said notices.

The NYS Association of County Clerks, in order to provide uniformity throughout NYS, has determined that \$10 is a reasonable fee per document.

In Onondaga County, this fee will apply to residential deed documents recorded on or after March 11, 2020 and received over the counter or through the mail (USPS, FedEx, UPS etc.)

For deed documents that are recorded electronically (e-Recording), the fee will apply to those documents **submitted** on or after March 11, 2020.

This fee does not apply to commercial transactions.

Form TP-584-I: https://www.tax.ny.gov/forms/real_prop_tran_cur_forms.htm

Form RP 5217: <https://www.tax.ny.gov/research/property/assess/rp5217/index.htm> **THIS IS A PDF FORM THAT MUST BE FILLED OUT ONLINE AND THEN PRINTED. HANDWRITTEN FORMS WILL NOT BE ACCEPTED.**

Tax roll information to complete the RP-5217 can be found at: <http://ongov.net/rpts/propertyTaxInfo.html>

Total Recording Fees (190.50* minimum)

For improved residential or agricultural real estate (property class codes 100-299 and 411-C):

\$175.50 plus \$5.00 per page plus any transfer tax due (\$2.00 for every \$500.00 of consideration)

For non-agricultural vacant land or commercial property (all property class codes not listed above)

\$300.50 plus \$5.00 per page plus any transfer tax due (\$2.00 for every \$500.00 dollars of consideration)

FOR A BREAKDOWN OF DEED FEES VISIT OUR WEBSITE AT <http://www.ongov.net/clerk/fees.html>