

eRecording (Electronic Recording of Land Records)

What is eRecording?

The Onondaga County Clerk's Office is now able to accept documents electronically.

eRecording is the electronic recording of land records documents. It's the process by which they are transmitted via the Internet to our office for official recording via a facilitator company.

What are the benefits of eRecording?

- Documents are recorded in minutes
- Increases effectiveness and efficiency
- Shorten the recording gap
- Receive and re-submit rejected documents in a fraction of a time
- Get documents into the public record faster

How do I eRecord documents?

You may contract with one of our current registered electronic recording facilitators. E-recording facilitators transmit data for electronic recording along with payment of all applicable taxes and fees.

- CSC eRecording Solutions
Email Address - erecording@cscglobal.com
Phone Number - 866-652-0111
Website - www.erecording.com
- ePN - eRecording Partners Network
400 2nd Ave. S
Minneapolis, MN
sales@GOePN.com
www.GOePN.com
888-325-3365
- Indecomm
Indecomm Global Services
Email: efile@indecmm.net
Toll free #: 877-272-5250
Website: <http://inteledocdirect.net>
- Simplifile
Brian Kilfoyle
Regional Sales Director
Office Phone Auto Attendant: 844.356.6745 x1032
Mobile / Text: 508.878.1271
bkilfoyle@simplifile.com
Reception / Support: 800-460-5657
www.simplifile.com

Is eRecording mandatory for the filling of all land records?

No, NYS law gives us permission to accept eRecorded documents but does not allow us to mandate it.

How is eRecording different from eFiling?

eRecording is the electronic filing of **land records** and eFiling is the electronic filing of **court records**.

What forms are used for eRecording?

When eRecording, please complete the TP-584 and RP-5217 forms online, in PDF format and submit electronically along with the deed.

For deeds submitted as hard copy, complete the PDF form online, print and submit it with the deed. The four-part forms are no longer accepted as long as the PDF forms are submitted. These PDF forms can be found on the Internet here:

TP-584: https://www.tax.ny.gov/pdf/current_forms/property/tp584_fill_in.pdf

RP-5217: http://www.tax.ny.gov/pdf/current_forms/orpts/rp5217.pdf

The following are the descriptions of the mortgage types for E-recording:

MTG TYPE A- full mortgage tax rate. Commercial, unimproved, vacant property

MTG TYPE B- 1-2 family dwelling mortgage \$10000 and over

MTG TYPE C- 1-2 family dwelling mortgage under \$10000

MTG TYPE D- FCU/Natural Person, 3-6 family dwelling

MTG TYPE D2 - FCU/Natural Person, 1-2 family dwelling, \$10000 and over

MTG TYPE D3- All Tax exempt, recording fees only

MTG TYPE F- FCU/Natural Person 1-2 family dwelling under \$10000.

MTG Exempt Tax- Fees- no fees or tax. For government filings.

CEMA with New Money- CEMA advancing new funds, full tax rate.