

ADAMS COUNTY, PENNSYLVANIA

*KAREN HEFLIN
RECORDER OF DEEDS*

*BRENDA L. CHENAULT
CHIEF DEPUTY*

RECORDING FEE BILL

Updated: 12.01.25

ADAMS COUNTY COURTHOUSE
117 BALTIMORE STREET, ROOM 102
GETTYSBURG PA 17325-2398

COURTHOUSE HOURS:
Monday through Friday
8:00 am to 4:30 pm

Recorder of Deeds Office:
Phone: (717) 337-9826
FAX: (717) 334-1758
registerrecorder@adamscountypa.gov

ADAMS COUNTY RECORDER OF DEEDS
 FEE SCHEDULE
 Effective 12.01.25

All fees including the State Writ Tax shall be payable at time of recording.

Deeds.....	\$71.25
Mortgages.....	\$71.25
Each page over 4 (for deeds and mortgages)	\$ 4.00
<i>~ There is no charge for the Realty Transfer Tax Statement of Value form.</i>	
Each name over 4 (for deeds and mortgages).....	\$ 1.00
<i>~ All deeds and mortgages must have a Certificate of Residence completed and signed in order to record.</i>	

Instruments other than Deeds & Mortgages

Each Page over 4.....	\$2.00
Each Name over 4.....	\$.50
Action to Quiet Title.....	\$59.75
Adjudications and Excerpts	\$59.75
Adverse Possession.....	\$71.25
Agreements.....	\$18.50
Installment Sales Agreement.....	\$59.75
Articles of Incorporation.....	\$18.50
Assignment of Mortgage (This fee includes the first notation of the mortgage.).....	\$61.75
<i>(All assignment of mortgages must have a Certificate of Residence completed and signed in order to record.) <u>No more than 5 assignments on blanket assignment.</u></i>	
Assignment of Rents.....	\$18.50
Assignment of Rents (Termination).....	\$20.50
Branding.....	\$18.00
Bank Report – 1 Year.....	As of 01/01/15..... \$200.00
Charter.....	\$18.50
Clean and Green.....	\$18.50
Clean and Green Termination (This fee includes the first notation of the Clean & Green.).....	\$20.50
Condominium	
Code of Regulations.....	\$18.50
Declaration of Plans.....	\$18.50
Declaration of Taking or Trust.....	\$59.75
Draft (Required size: 18" x 24").....	\$ 2.00
Easement	\$59.75
Election Against the Will.....	\$18.50
Extension of Mortgage Lien (This fee includes the first notation of the mortgage.).....	\$20.50
Farm Land Preservation Right of Way.....	\$59.75
Farm Land Preservation Easement.....	\$59.75
Highway Plans.....	\$15.00
Each Additional Page.....	\$ 3.00
Leases.....	\$18.50
Over 30 years (Taxable).....	\$59.75
Lost Assignment Affidavit.....	\$20.50
Miscellaneous Documents.....	\$18.50
Notation on a Miscellaneous Document.....	\$ 2.00
Modification of Mortgage (This fee includes the first notation of the mortgage.).....	\$20.50
Notary Public Commission & Bond.....	\$33.50
Notations.....	\$ 2.00
Postponement of Mortgage (This fee includes the first notation of the mortgage.).....	\$20.50
Power of Attorney.....	\$18.50
Policeman's Commission.....	\$21.50

Public Utility Docket:	
Filing Fee for Act No. 287 of 1974 or now Act No. 172 of 1986.....	\$10.00
Copy-each Township or Borough (per page).....	\$ 1.00
Not to exceed \$25.00	
Release of Executor.....	\$18.50
Release of Mortgage (This fee includes the first notation of the mortgage.).....	\$61.75
Restrictions.....	\$18.50
Right of Way.....	\$59.75
Search Fee – Each Name for Genealogy.....	\$ 3.00
Satisfaction Piece (This fee includes the first notation of the mortgage.).....	\$61.75
Sewage Permit.....	\$18.50
Subdivision Plan (Required size:18”x 24”).....	\$25.00
Paper or mylar subdivisions are accepted. <u>The signatures on the plan must be original.</u>	
Each additional page.....	\$10.00
Must be recorded within 90 days of Approval	
Subordination of Mortgage (This fee includes the first notation of the mortgage.).....	\$20.50
Preferential assessments under Act No. 319 of 1974.....	\$18.50
<u>Copies</u>	
Per Page.....	\$.25
Certification.....	\$ 2.00
Email/Fax Per Page.....	\$ 1.00
RETURNED CHECK Charge.....	\$20.00

Note: If no fee is specified, fee shall be set by the Recorder of Deeds.

**PLEASE ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE
TO RETURN THE INSTRUMENTS AFTER RECORDING.**

**FORMS OF PAYMENT FOR RECORDING FEES:
CASH, CHECKS AND *DEBIT AND CREDIT CARDS**

*vendor fee will be applied

FORM OF PAYMENT FOR TRANSFER TAX: 2 CHECKS ONLY

The Recorder of Deeds can **not** give change when paying by check.
Overpayments of \$10.00 or less will be accepted and cashed as overpayment and will show that way on your receipt. If over \$10.00, a new check will be needed.

Effective: October 31, 2016

REALTY TRANSFER TAX:

A State Tax of 1% of the consideration and a local tax of the same amount is due when recording. Three checks are needed. One for the State Tax, one for the Township Tax and one for the recording fee, all made payable to Karen Heflin, Adams County Recorder of Deeds.

All deeds shall set forth the true consideration or be accompanied by a “Statement of Value”. If an exception from taxation is claimed, either full or partial, the deed must be accompanied by a “Statement of Value” unless noted in the deed. The “Statement of Value” shall be fully completed. Where the property is located in two or more taxing authorities, the person recording the deed

shall indicate thereon the value of the property in each taxing authority for local realty transfer tax purposes.

Effective 1980 – Excludes transfers between Grandparents and Grandchildren or the spouse of such grandchild.

Effective: December 11, 1984 – Brothers and Sisters exempt from Local Transfer Tax.

Effective: July 2, 1986 – Exempts Brothers and Sisters from State Realty Transfer Tax.

No tax due on deeds prior to February 15, 1951.

Beginning January 1, 1997 - \$11.50 from each deed and mortgage recorded plus \$2.00 for each Page over 4 and \$.50 on each name over 4 will go to affordable housing. Act 137 of 1992. Adams County Ordinance #7 of 1996.

FINANCING STATEMENTS

Act 167-1992

EFFECTIVE JUNE 17, 2002

Changes yearly – call Recorder of Deeds office for fee

Financing Statements and Ancillary Transactions (Continuations, Assignments, Terminations, Amendments & Releases)	\$100.00
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Assignment attached to UCC: No Extra Charge

COPIES

Copies will be \$2.00 per page

Certification will be \$28.00

The Act also provides for an annual increase in the UCC filing fees based on the previous year's Consumer Price Index for urban workers.

Special note: Our office does not provide search services.