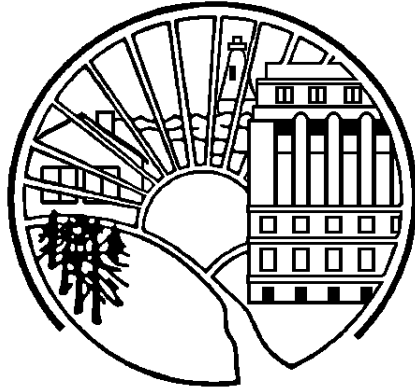


FEE SCHEDULE

ELLEN R. SCHLEICHER
Register of Deeds

Sheboygan County
Wisconsin



SHEBOYGAN COUNTY

Office of the Register of Deeds
Administration Building

508 New York Avenue, Rm. 218
Sheboygan, WI 53081-4126

Phone (920) 459-3023
Fax (920) 459-1338

Email
register.deeds@sheboygancounty.com

www.sheboygancounty.com
www.wrdaonline.org
www.landrecords.net

It is my sincere wish that you find this Fee Schedule beneficial and we truly appreciate the privilege of serving you.

Ellen R. Schleicher
Register of Deeds
Sheboygan County, WI

CHECKLIST FOR PREPARATION OF DOCUMENTS TO BE RECORDED

1. Standard document format requires a 3" x 3" blank space in upper right hand corner, minimum 1/2" margins at the top of each page, minimum 1/4" margins on sides and bottom of first page, white standard weight paper, and no hinged pages. The full Social Security number may not be on any recorded document.
2. Document title and the return name and address and ZIP must appear on the first page of the document in the specified place.
3. Typing or printing must be legible. Faded material or print that is too small does not reproduce well.
4. A correct and tractable description of the property, by subdivision name, lot and block in a platted subdivision. In unplatted lands, it is identified according to the town, range, section and quarter section and metes and bounds associated with the Public Land Survey System.
5. If a document is a conveyance it must be accompanied by an Electronic Real Estate Transfer Return (e-RETR) receipt which is available at www.revenue.wi.gov/retr/index.html
6. Signatures must be original and should agree with names in the body of the document.
7. Print or type names, execution date and date acknowledged or authenticated. Notary Public signature expiration date OR authenticator signature and name of person who drafted the document.

We will review your document but the ultimate responsibility for a complete and correct document is yours.

RECORDING, FILING & COPYING FEES

Fees are governed by Wisconsin Statutes and are uniform throughout the State.

1. RECORDED DOCUMENTS

Recorded documents will be returned to designee.

Deeds, Mortgages, Land Contracts, Satisfactions, etc. entitled to be recorded in the Register of Deeds Office. Price is \$30.00 per document, regardless of the number of pages.

Note: Minimum sheet size is 8 1/2" x 11" and Maximum sheet size is 8 1/2" x 14".

Copies are \$2.00 for the first page and \$1.00 for each additional page per document. A fee of \$1.00 per document is added if certification is requested.

Probate Transferring Joint Property through Register of Deeds Office: \$30.00 recording fee, regardless of the number of pages.

An Electronic Real Estate Transfer Return (e-RETR) is required and can be done online at: www.revenue.wi.gov/retr/index.html. Assistance in completing a Termination of Decedent's Interest (HT-110) is available; appointments can be made by calling 920-459-3027.

Lis Pendens: Effective January 1, 2009, Lis Pendens are recorded instead of filed; standard document rules apply.

2. PLATS

Plats are not returned.

Subdivision Plat recording fee is \$50.00

Condominium Plat recording fee is \$50.00

Cemetery Plat recording fee is \$50.00

Transportation Project Plat recording fee is \$25.00

Copies of Plat Maps are \$5.00 per page.

3. FILED DOCUMENTS

Certified Survey Maps, Corporate Boundary Maps, Federal Tax Liens and Filed Documents for which no other fee is specified in the Wisconsin Statutes cost \$30.00 per document, regardless of the number of pages. Filed documents are not returned.

Copies of filed documents are \$2.00 for the first page and \$1.00 for each additional page per document. A fee of \$1.00 per document is added if certification is requested.

4. ONLINE SEARCH PROGRAMS & ESCROW ACCOUNTS

Alternative options for searching records are available on line:

Laredo is for the frequent user, searches can be conducted 24/7. The contract for Laredo is available online at www.sheboygancounty.com. Click on Departments, click on Register of Deeds then click on Laredo & Escrow, to find out more information.

Tapestry is for the casual user. You can find it at www.landrecords.net

Optional business or individual escrow accounts are available. Please inquire at the Register of Deeds office front counter for more information. The Register of Deeds office reserves the right to accept or reject requests for escrow accounts. Escrow account holders also have the option to obtain copies via Fax. Please call 920-459-3023.

PROPERTY FRAUD ALERT

You can sign up to receive Property Fraud Alerts, an automated database that monitors activity involving land records filed in the Sheboygan County Register of Deeds office: Subscribe Free of charge. www.propertyfraudalert.com or call the Property Fraud Alert Hotline at 1-800-728-3858.

REAL ESTATE TRANSFER RETURN

1. To complete the e-Return the website address is www.revenue.wi.gov/retr/index.html
2. An e-Return is required for all conveyances.
3. Current rate of fee is \$.30 per \$100 or \$3.00 for \$1000 of value rounded off to the next higher hundred.
 - A. Deeds in fulfillment of a land contract dated 12/17/71 to 8/31/81 inclusive are computed at \$.10 per \$100 or \$1 .00 per \$1000 of value rounded off to the next higher hundred.
 - B. Conveyances dated 9/1/81 or thereafter are computed at \$.30 per \$100 or \$3.00 per \$1000 of value rounded off to the next higher hundred.
4. VALUATION MUST BE SHOWN **Except** when document is exempt by Stats. 77.25 (3), (10), (13) and (17).
5. Both Grantor and Grantee social security or FEIN numbers are required.

VITAL RECORDS

Fees are pre-payable

Fee is for a search of the record & the cost of the first copy. The fee is non-refundable, even if no record is found. All in-person requests are processed "while you wait". For expedited services please go to www.vitalchek.com. There is an additional charge for this service.

Birth, Death and Marriage Certificates cost

\$20.00 for the first copy and \$3.00 for each additional copy per request.

Divorce Certificates are available for divorces that occurred January 1, 2016 to the present date.

This office can issue certificates of birth, death, marriage and divorce from any Wisconsin county that occurred within the following dates:

Birth Records October 1, 1907 to present

Death Records September 1, 2013 to present

Marriage Records October 1, 1907 to present

Divorce Records January 1, 2016 to present

Records that do not fall within the above dates can still be obtained from our office if the event occurred in Sheboygan County

The above fees are governed by Wisconsin Statutes and are uniform throughout the state.

Search Fee or Verification Fee is

\$10.00 per record, per request (birth, marriage or death). The fee **IS NON-REFUNDABLE** EVEN IF NO RECORD IS FOUND.

UNIFORM COMMERCIAL CODE REALTY FILINGS.

- **UCC FILINGS that are realty related** must be filed with the Register of Deeds. UCC filings require a correct and tractable legal description of the property. Debtor must be identified on the document.
- **UCC FINANCING STATEMENTS, AMENDMENTS AND TERMINATION** statements filing fees are \$30.00 per document, regardless of the number of pages.
- COPIES are \$2.00 per page.

SHEBOYGAN COUNTY PLAT BOOK

Contact the office for pricing & availability.

MILITARY DISCHARGES

Military Discharges are recorded and copies are made for veterans free of charge.

**Checks should be made payable to:*

Ellen R. Schleicher Register of Deeds

No change will be given for checks.

**There will be a \$30.00 service charge for checks returned for non-sufficient funds.*

OFFICE HOURS
8:00 A.M.-5:00 P.M.
Monday through Friday

The Register of Deeds Office is closed on the following holidays:

New Year's Day

Good Friday

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Day after Thanksgiving

Christmas Eve Day

Christmas Day

New Year's Eve Day