

ADAMS COUNTY RECORDER OF DEEDS  
 FEE SCHEDULE  
 Effective 07.12.22

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

Deeds.....	\$70.25
Mortgages.....	\$70.25
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>	
<u>** Instruments other than Deeds &amp; Mortgages **</u>	
Each Page over 4.....	\$2.00
Each Name over 4.....	\$ .50
Action to Quiet Title.....	\$58.75
Adjudications and Excerpts .....	\$58.75
Adverse Possession.....	\$70.25
Agreements.....	\$18.50
Installment Sales Agreement.....	\$58.75
Articles of Incorporation.....	\$18.50
Assignment of Mortgage (This fee includes the first notation of the mortgage.).....	\$60.75
Not more than 5 assignments on blanket assignment	
<i>All assignment of mortgages must have a Certificate of Residence completed and signed in order to record.</i>	
Assignment of Rents.....	\$18.50
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.....	\$58.75
Draft (18” x 24” required).....	\$ 2.00
Easement .....	\$58.75
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.....	\$58.75
Farm Land Preservation Easement.....	\$58.75
Highway Plans.....	\$15.00
Each Additional Page.....	\$ 3.00
Leases.....	\$18.50
Over 30 years...(Taxable).....	\$58.75
Lost Assignment Affidavit.....	\$20.50
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.).....	\$60.75
Restrictions.....	\$18.50
Right of Way.....	\$58.75
Search Fee – Each Name for Genealogy.....	\$ 3.00
Satisfaction Piece (This fee includes the first notation of the mortgage.).....	\$60.75
Seal of Office (Acknowledgment).....	\$ 2.00
Sewage Permit.....	\$18.50
Subdivision Plan (18x24).....	\$25.00
Paper or mylar subdivisions are accepted. The signatures on the plan must be original.	
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

Copies

Per Page.....	\$ .25
Subdivision Copy Per Page.....	\$ .50
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: CHECK ONLY**

The Recorder of Deeds can **not** give change when paying by check.  
Overpayments of \$10.00 or less will be accepted and cashiered 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

*KAREN HEFLIN  
RECORDER OF DEEDS  
ADAMS COUNTY, PENNSYLVANIA*

*BRENDA L. CHENAULT  
CHIEF DEPUTY*

**RECORDING FEE BILL**

Updated: 07.12.22

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](mailto:registerrecorder@adamscountypa.gov)