

# Recording Fees

Located in the Basement Level of the St. Tammany Parish Justice Center

8:30 a.m. - 4:30 p.m., Monday - Friday

**NEW!**

The St. Tammany Parish Clerk of Court now offers customers the option to **E-Record** documents through the following partners, accessible at [www.sttammanyclerk.org](http://www.sttammanyclerk.org)



[www.simplifile.com](http://www.simplifile.com)



[www.erecording.com](http://www.erecording.com)



[www.goepn.com](http://www.goepn.com)

Payments accepted in Cash, Check, Credit/Debit Card, or Money Order (unless otherwise noted)

A “document” is defined as those pages presented together for filing or recording, inclusive of the act, together with exhibits, riders, or additional documents attached thereto, including but not limited to powers of attorney, property description exhibits, tax certificates and researches, mortgage certificates, resolutions, certificates, and surveys (ACT 173).

Every document filed for recordation shall be (La. R.S. 13:844 (A)(1)):

- **Captioned as to the type of act on the 1<sup>st</sup> page**
- **Formatted with margins on the 1<sup>st</sup> page of 2” at the top and 1” at the bottom and sides**
- **Submitted on either 8 ½" x 11" paper or 8 ½" x 14" paper**
- **Formatted with type size no less than 8 points**

<b>DOCUMENTS TO BE RECORDED IN ONE INDEX TYPE</b> <i>Fees are assessed separately for each recording book. Tiered fees below include up to 10 names indexed and a certified copy</i>	
1 to 5 pages	<b>\$110.00 *</b>
6 to 25 pages	<b>\$210.00 *</b>
26 to 50 pages	<b>\$310.00 *</b>
51 or more pages	<b>\$310.00 *</b> for first 50 pages + <b>\$5.00</b> per additional page
Index Fee after the 10 <sup>th</sup> name	<b>\$ 5.00</b> per name
Paper size larger than 8 ½" x 14"	<b>\$ 20.00</b> per page
Debtor Fee (No SS # or Tax ID) (CCP Article 1922 C(1))	<b>\$ 25.00</b> per debtor

**\* Fee includes the Louisiana Clerks Remote Access Authority (LCRAA) Portal Fee of \$5.00 (La. R.S. 13:754) and the St. Tammany Parish Council Fee of \$5.00 (La. R.S. 33:1236(55)(a))**

<b>AFFIDAVIT OF IDENTITY (La. R.S. 9:5503(E))</b>	
Judgment or lien prior to 07/01/2012	<b>\$28.00</b> * (1st name, 1st page, and creditor acknowledgment included in fee)
Each additional page	<b>\$ 6.00</b>
Each additional name	<b>\$ 3.00</b>
Judgment or lien after 07/01/2012	<b>No Charge</b>
<b>NOTICE OF REPOSSESSION (La. R.S. 6:966.1)</b>	
	<b>\$75.00</b>
<b>MAPS/ PLATS/ RECORDINGS &amp; OVERSIZE MAPS (ACT 173)</b>	
1 page (8 ½" x 14" or smaller)	<b>\$110.00</b> *
1 page (larger than 8 ½" x 14")	<b>\$130.00</b> *
<b>CANCELLATIONS</b>	
<i>Effective August 1, 2017, the St. Tammany Parish Clerk of Court will record all mortgage inscription releases and promissory notes. These will be given standard recordation information. Fees are assessed separately for each recording book. Tiered fees below include up to 10 names indexed and a certified copy</i>	
Cancellation/ Partial Release (single cancellation)	<b>\$ 60.00</b> *
Cancellation/ Partial Release (multiple cancellations):	
1-5 pages (includes 10 names indexed & certified copy)	<b>\$110.00</b> *
6-25 pages (includes 10 names indexed & certified copy)	<b>\$210.00</b> *
26-50 pages (includes 10 names indexed & certified copy)	<b>\$310.00</b> *
Each additional page (over 50)	<b>\$ 5.00</b>
Each indexed name (after 10th)	<b>\$ 5.00</b>
Notice of Cancellation (per MOB)	<b>\$ 10.00</b>
Cancellation by Note (single cancellation)	<b>\$ 20.00</b> *

**\* Fee includes the Louisiana Clerks Remote Access Authority (LCRAA) Portal Fee of \$5.00 (La. R.S. 13:754) and the St. Tammany Parish Council Fee of \$5.00 (La. R.S. 33:1236(55)(a))**

<b>UCC FILING FEES</b>	
UCC-1 (1 debtor)	\$ 30.00
UCC-1 Fixture Filing (1 debtor)	\$ 40.00
UCC-1 w/Public Finance Transaction (1 debtor)	\$105.00
UCC-1 w/Transmitting Utility (1 debtor)	\$205.00
Each additional debtor for the above UCC-1's	\$ 10.00
UCC-3 Amendment (1 debtor)	\$ 25.00
Each additional debtor	\$ 5.00
Amendment to add additional name	\$ 10.00
Termination (\$5 per debtor name paid at time of original filing)	n/a
UCC-1F EFS UCC and Crop Filing	\$ 35.00
UCC 1F Crop Filing	\$ 20.00
UCC-3F Amendment, Continuation, Assignment	\$ 20.00
UCC-11 Certificate (per debtor name)	\$ 30.00
Each listing more than 10	\$ 1.00
Certification of copies	\$ 3.00
Non-standard form penalty - charged if not filed on the LA. approved UCC form	\$ 15.00
<b>UCC FEES <i>In Addition to Filing Fees Listed Above</i></b>	
Attachments (per page)	\$ 2.00
UCC-1s with Assignment	\$ 5.00
UCC- 1Fs with Assignment	\$ 5.00
<b>MISCELLANEOUS FEES</b>	
Copy	\$ 0.50
Conformed Copy	\$ 5.00 + copy fee
Certified Copy	\$10.00 + copy fee
Fax Fee (1st page)	\$ 5.00
Each additional page	\$ 0.50
Indexing Fee (Each name after the 10th name)	\$ 5.00 (per name)
Paper size larger than 8 ½" x 14"	\$ 20.00 (per page)
Postage	Actual costs
Research Fee / Preparation Fee	\$ 15.00