



Document Bulletin for Scotts Bluff County, NE

Scotts Bluff County, NE is now electronically recording documents through CSC.

Available documents and required fields are listed in the attached table.

If this county has not been added to your drop down list and/or you would like to e-Record in this county, please contact your CSC representative.

General Requirements for all documents:

- Nebraska state statute requires that a 3" space at the TOP of the FIRST PAGE and 1" around the sides of each instrument be left BLANK for recording information only. If this requirement is not met, a cover page will be added at a fee of \$5.00
- 300 DPI accepted on all Images.
- Letter and Legal sized documents accepted.
- Recording Hours: M-F, 8:00 AM – 4:00 PM
- Transfer documents require a 521 Form with a \$ 2.25 fee/\$ 1000. The 521 form must be a separate attachment in front of the deed and is a non-recordable document. The 521 form is required for both Deeds and Exempt Deeds.
- Many other document types are e-recordable here. Below are the books in which you want the document to be filed in.

Document Type	Required Fields
*Deeds Miscellaneous Mortgage	All document types require Requesting Party index. *Requires 521 Form as exemptible