



## Document Bulletin for Lackawanna County, PA

Lackawanna County, PA 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:

- A margin of at least 1/2" inch is required around the entire document.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 9:00 am and 3:30 pm. Hard cutoff processing queue.
- Images can be submitted at 200dpi or 300dpi.

Document Type	Required Fields
ACTION TO QUIET TITLE	Assignee/Grantee Last Name/Company
ADDENDUM	Assignor/Grantor Last Name/Company
AFFIDAVIT	Municipality (from dropdown, listed below)
SECURITY AGREEMENT	
AGREEMENT OF SALE	* Consideration
AGREEMENTS	Taxable Percentage
AMENDMENTS	SOV Attached after Deed
ARTICLES OF INCORPORATION	
ARTICLES OF MERGER	Municipalities:
ASSIGNMENT	ARCHBALD BOROUGH
ASSIGNMENT OF MORTGAGE	BENTON TOWNSHIP
ASSIGNMENT RENTS & LEASES	BLAKELY BOROUGH
ASSIGNMENT RENTS & LEASES 30 YEARS	CARBONDALE CITY
ASSUMPTION AGREEMENT	CARBONDALE TOWNSHIP
*BILL OF SALE	CLARKS GREEN
CERTIFICATE OF COMPLETION	CLARKS SUMMIT
CERTIFICATION OF ADOPTION	CLIFTON TOWNSHIP
CERTIFICATION OF AMENDMENT	CONVERTED MUNICIPALITY
CERTIFICATION OF AWARD OF REAL ESTATE	COVINGTON TOWNSHIP
CERTIFICATION OF LIMITED PARTNERSHIP	DALTON BOROUGH
CONSENT	DICKSON CITY
CONTRACTUAL CONSENT OF LANDOWNER	DUNMORE BOROUGH
COURT ORDER	ELMHURST TOWNSHIP
COURT ORDER TO SATISFY	FELL TOWNSHIP
CT ORDER QUIET TITLE	GLENBURN TOWNSHIP
DECLARATION	GREENFIELD TOWNSHIP
*DECLARATION ACQUISITION	JEFFERSON TOWNSHIP
DECLARATION AMENDMENT	JERMYN BOROUGH
DECLARATION EASEMENT	JESSUP BOROUGH
DECLARATION OF CONDEMNATION	LA PLUME TOWNSHIP
DECLARATION OF PROTECTIVE COVENANTS/RESTRICTIONS	MADISON TOWNSHIP
DECLARATION OF TAKING	MAYFIELD BOROUGH
DECLARATION RESTRICTIONS	MOOSIC BOROUGH
DECLARATION TRUST	MOSCOW BOROUGH
*DEED	NEWTON TOWNSHIP
*DEED - ADVERSE POSSESSION	NO MUNICIPALITY
*DEED - AGR CONS EASE	NORTH ABINGTON TOWNSHIP
	OLD FORGE BOROUGH
	OLYPHANT BOROUGH

\*DEED - BANKRUPTCY  
\*DEED - CONDEMNATION  
\*DEED - CORRECTIVE  
\*DEED - EASEMENT AND R/W  
\*DEED - FORECLOSURE  
\*DEED - JUDICIAL SALE  
\*DEED - MARSHALLS  
\*DEED - REDETERMINATION  
\*DEED - REPOSITORY  
\*DEED - SHERIFF  
\*DEED - SUBSURFACE  
\*DEED - TAX CLAIM  
\*DEED OF TRUST  
DISCLAIMER  
EASEMENT AGREEMENT  
\*EASEMENT AGREEMENT TAX  
EASEMENT TERMINATION AGREEMENT  
EASEMENTS  
EASEMENTS CONSERVATION  
ELECTED OFFICIAL COMMISSION AND BOND  
ENVIRONMENTAL COVENANT  
HIGHWAY MAP  
HIGHWAY PERMITS  
INSTALLMENT LAND CONTRACT  
INSTALLMENT SALES AGREEMENT  
LEASE  
\*LEASE - 30 YEARS  
LEASE AGREEMENT  
MAP  
MEMO OF LEASE  
MEMORANDUM  
\*MEMORANDUM OF LEASE - 30 YEARS  
MORTGAGE  
MORTGAGE & SECURITY AGREEMENT  
MORTGAGE MODIFICATION/AGREEMENT  
MORTGAGE POSTPONEMENT  
MORTGAGE PROVISION  
NON DIST AGREE  
NOTARY BOND AND OATH  
NOTARY NAME CHANGE  
NOTICE  
\*NOTICE OF ASSESSMENT  
NOVATION  
OATH EMPLOYEE  
OATH OF POLICEMAN  
OIL AND GAS LEASE  
ORDINANCE  
PARTIAL RELEASE OF MORTGAGE  
PERMIT  
POWER OF ATTORNEY  
PUBLIC UTILITY DOCKET  
RELEASE OF MORTGAGE  
RELEASES  
REVERSE MORTGAGE  
RIGHT OF FIRST REFUSAL  
\*RIGHT OF WAY  
SATISFACTION  
SOLDIERS DISCHARGE  
\*STATE TAX IMPRINT  
STATEMENT OF CLAIM  
SUBORDINATION  
TERM ASSG RENT LEA  
TERM DEC RES COVEN  
TERM O&G LEASE  
TERMINATION AGREEMENT

OUT OF COUNTY MUNICIPALITY  
RANSOM TOWNSHIP  
ROARING BROOK TOWNSHIP  
SCOTT TOWNSHIP  
SCRANTON CITY  
SOUTH ABINGTON TOWNSHIP  
SPRINGBROOK TOWNSHIP  
TAYLOR BOROUGH  
THORNHURST TOWNSHIP  
THROOP BOROUGH  
UNSPECIFIED MUNICIPALITY  
VANDLING BOROUGH  
WAVERLY TOWNSHIP  
WEST ABINGTON TOWNSHIP

TERMINATION OF LEASE UCC UCC AMENDMENT UCC ASSIGNMENT UCC CONTINUATION UCC CORRECTION UCC TERMINATION WAIVER	
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