

## Document Bulletin for Fountain County, IN

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Fountain County, IN 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 and a blank 2" at the top and bottom of the first and last pages of each document.
- Letter and Legal sized documents accepted.
- County will process e-recordings Monday-Friday between the hours of 8:00 am and 4:00 pm EST.
- Images can be submitted at 200dpi or 300dpi.
- Non-Conforming documents will be charged \$1.00 per non-conforming page.
- Power of Attorney Documents must be submitted first and separate from all other documents so the county can record this and provide an instrument number to reference on the other documents.

Document Type	Required Fields
A9-AMEND:AMENDMENT	Requesting Party
A9-AMEND:ASSIGNMENT	
A9-AMEND:CONTINUATION	
A9-STATEMENT OF CORRECTION	
A9-FIXTURE FILING OR NON-UCC	
A9-FINANCING STATEMENT	
A9-INFORMATION REQUEST	
A9-AMEND:TERMINATION	
ABSTRACT OF JUDGEMENT	
AFFRM DECLARA STATUS	
AFFIDAVITS	
AGREEMENT	
AMENDMENT MORTGAGE	
ANCHOR PERMIT	
APPLICATION	
APPOINTMENT	
ASSIGNMENT OF RENTS AND LEASES	
ASSIGNMENT - MISCELLANEOUS	
ASSIGNMENT - MORTGAGE	
BANKRUPTCY	
BIRTH CERTIFICATE	
BILL OF SALE	
BOND	
BY-LAWS	
COL ASSIG LEASES	
CERTIFICATE	
CITIZENSHIP	
CERTIF ASSUMED NAME	
CERTIFICATE OF DEATH	
CONTRACTS	
CERT TRUST ELECTIONS	
COVENANT	

DECLARATION  
DISCLAIMER  
DISCHARGE  
ENVONM DISCLOSURE  
ESTATE  
EXTENSION OF A MORTGAGE  
FULL RELEASE  
FEDERAL TAX LIEN REL  
FEDERAL TAX LIEN  
GENERAL MISC  
SUPPLEMENTAL INDENTURE  
JUDGEMENT  
JUDGE VACAT STREET  
LEASE  
LETTER  
LOAN MODIFICATION  
LIMITED POWER OF ATT  
MARRIAGE COVENANT  
MEMO OR AGREEMENT  
MECHANICS LIEN  
MERGER  
MINUTES  
MEMORANDUM OF JUDGEMENT  
MORTGAGE  
NOTICE OF INADVERTENTLY FILED  
NOTICE OF LIEN  
NOTICE COMMENCE SUIT  
NOTICE  
NOTE  
OPTION PUR REL ESTATE  
ORDINANCE  
ORDER OF COURT  
POWER OF ATTORNEY  
PARTIAL RELEASE  
RECORD  
RELEASE OF CONTRACT  
REFUSAL REAL ESTATE  
RELEASE  
RELEASE OF A LIEN  
RELEASE OF JUDGEMENT  
REPORT  
RECORD SEARCH CONCER  
RESOLUTION  
RESTRICTIVE COVENANT  
RELEASE ASSIGNMENT OF RENTS  
RELEASE OF MECH LIEN  
RIGHT OF WAY GRANT  
SIGN STRUCTURE LEASE  
SATISFACTION OF LEASE ASSIGN  
SUPPLEMENTAL EXTENSION  
STATEMENT  
STATUTORY LIEN  
SUBORDINATION  
SURVEY  
TRUST INDENTURE  
TRUST  
TREE TRIM PERMIT  
UCC VOID  
VOIDED DOCUMENT  
WITHDRAW CLASS FOREST  
WILLS