

## Document Bulletin for Arapahoe County, CO

Arapahoe County, CO 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:**

- Documents must have a 1 inch blank margin at top of first page and ½ inch blank margin on remaining sides of first page and on all sides of subsequent pages.
- Letter and Legal sized documents accepted.
- 300 DPI on all Images
- Recording hours 8:00 AM – 5:00 PM M-F
- Document batches will be checked for and processed (accepted or rejected) between the hours of 8:00 a.m. and 1:00 p.m.
- Documents received after 1:00 p.m. but prior to 5:00 p.m. will be processed at the beginning of the following business day.
- ALL Transfer Deeds will be accompanied by a TD1000's. If one TD1000 covers multiple Transfer Deeds, a duplicate TD1000 will be submitted with each Transfer Deed. If the deed is exempt, the exemption must be listed on the deed and the TD1000 is not required.

Document Type	Required Indexing Fields
Abstract of Judgment	Grantor/Grantee on all doc types *Consideration, TD 1000 Attachment on Conveyance Documents
Acceptance	
Acknowledgment	
Addendum	
*Administrators Deed	
Adoption	
Affidavit	
Affidavit of Trust	
Affidavit of Real Property	
Agisters Lien	
Agreement	
Agreement Modification	
Agreement Subordination	
Annexation	
Annexation Of Additional Land	
Assessment Lien Notice	
Assignment	
Assignment of Deed of Trust	
Assignment of Oil and Gas Lease	
Assignment of Rents	
Assumption Agreement	
Attachment	
Attorneys Lien	
Bankruptcy	
Bankruptcy Discharge	
Bankruptcy Orders	
*Bargain and Sale Deed	
*Beneficiary Deed	
Bill of Sale	

Birth Certificate	
Bond	
By-Laws	
Cancellation Instrument	
*Cemetery Deed	
Certificate	
Certificate of Death	
Cert Destruction	
Certificate of Discharge	
Certificate of Dismissal	
Certificate of Good Standing	
Certificate of Levy	
Certificate of Limited Partnership	
Certificate of Non Attachment	
Certificate of Occupancy	
Certificate of Purchase	
Certificate of Redemption	
Cert Removal	
Change of Name	
Civil Union Certificate	
Civil Union License	
Condominium Map	
Consent	
*Conservators Deed	
Contract	
Conveyance	
Covenants/Restrictions	
Declaration of Condominium	
Declaration of Covenants	
Declaration of Homestead	
Declaration of Trust	
Decree	
Decree Quieting Title	
*Deed	
*Deed (Exempt)	
Deed of Trust	
Deed of Trust Amendment-Modification	
Deed of Trust and Security Agreement	
Designated Beneficiary Agreement	
Development Plan	
Disbursers Notice	
Discharge (Military)	
Disclaimer	
Dismissal	
Dissolution of Marriage	
Dissolution of Partnership	
Easement	
Easement Agreement	
Equipment Lease	
Expungement of Lien	
Extension Agreement	
Extension Deed of Trust	
Federal Tax Lien	
Findings of Fact	
First Right of Refusal	
*Gift Deed	
*Grant Deed	
Grant of Easement	
Home Improvement Note	
Indemnity Agreement	
Indenture	

Installment Land Contract  
Installment Note  
Judgment  
Land Survey  
Last Will and Testament  
Lease  
Lease Agreement  
Letters  
Letters of Administration  
Letters of Appointment  
Letters of Conservatorship  
Letters of Guardianship  
Letters of Testamentary  
License Agreement  
Lien  
Lien Claimants Notice of Disburser  
Lis Pendens  
Marriage Certificate  
Marriage License  
Master Form  
Mechanics Lien  
Mechanics Lien Subordination  
Memorandum  
Memorandum of Lease  
Merger  
\*Mineral Deed  
Modification  
Modification of Deed of Trust  
Modification Extension of Deed of Trust  
Monument  
Mortgage  
Motion  
Note  
Notice  
Notice Claim Lien  
Notice of Commencement of Action  
Notice of Disburser  
Notice of Election and Demand  
Notice of Election and Demand Sale  
Notice of Election and Demand Withdrawal  
Notice of Extending Time To File Lien  
Notice of Intent  
Notice of Lien  
Notice of Lien For Sales-Use Tax  
Notice of Lis Pendens  
Notice of Surface Development  
Notice of Tax Lien  
Oaths of Office  
Oil and Gas Lease  
Option  
Order  
Order Creating District  
Order of Dismissal  
Order of Exclusion  
Order of Inclusion  
Ordinance  
Other  
Partial Release of Deed of Trust  
Partial Release of Lien  
\*Personal Representatives Deed  
Petition

Planned Building Group  
Planned Unit Development  
Plat  
Plot Plan  
Power of Attorney  
Pre-Nuptial Agreement  
Promissory Note  
Property Bond  
Protective Covenants  
Public Trustees Certificate of Purchase  
Public Trustees Certificate of Redemption  
\*Public Trustees Deed  
\*Quit Claim Deed  
Ratification Agreement  
Ratification of Plat  
Receivers Certificate  
Reconveyance  
Redemption Certificate (Mobile Home)  
Release  
Release Of Assessment Lien  
Release Of Assignment of Rents  
Release of Deed of Trust  
Release of Federal Tax Lien  
Release Of Homestead  
Release Of Judgment Lien  
Release of Levy  
Release of Lien  
Release of Lis Pendens  
Release of Mechanics Lien  
Release of Mortgage  
Release of Oil and Gas Lease  
Release of Property Bond  
Release of Tax Lien  
Relinquishment  
Rescission Sale Notice  
Resolution  
Restrictive Covenants  
Revocable License  
Revocation  
Revocation Beneficiary Agreement  
Revocation of Power of Attorney  
Revocation of Trust  
Rider  
\*Right of Way Deed  
Right of Way Easement  
Right of Way Agreement  
Satisfaction  
Satisfaction of Mortgage  
Satisfaction Release of Lien  
Satisfaction Release of Mortgage  
Satisfaction Release of State Tax Lien  
Satisfaction Release of Treasurers Tax Lien  
Satisfaction of Judgment  
State Tax Lien  
Statement  
Statement of Authority  
Statement of Lien  
Stipulation  
Subdivision Agreement  
Subordination Agreement  
Subordination of Homestead

Substitution of Trustee Surface Owners Agreement Surveyors Affidavit Surveyors Certificate Tax Sale Assignment (Mobile Home) Tax Sale Certificate (Mobile Home) Termination Termination of Lease Title Mh Trade Name Affidavit Transcript of Judgment Treasurers Certificate of Purchase *Treasurers Deed Treasurers Tax Lien Trust Agreement *Trust Deed *Trustees Deed UCC Amendment UCC Assignment UCC Partial Release UCC Continuation UCC Financing Statement UCC Termination Utilities Easement Vacation Vacation Ordinance Waiver Waiver of Homestead *Warranty Deed Withdrawal Withdrawal of Tax Lien Writ of Attachment	
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