Fee Schedule

Illinois State Statute 55 ILCS 5/3-5018 & 55 ILCS 5/3-5018.1

Standard Documents
- Deeds
- Mortgages
- Easements
- Leases
- Miscellaneous
- The document shall consist of one or more individual sheets measuring 8.5 inches by 11 inches, not permanently bound and not a continuous form. Graphic displays accompanying a document to be recorded that measures up to 11 inches by 17 inches shall be recorded without charging an additional fee.
- The document shall be legibly printed in black ink, by hand, type, or computer. Signatures and dates may be in contrasting colors as long as they will reproduce clearly.
- The document shall be on white paper of not less than 20-pound weight and shall have a clean margin of at least one-half inch on the top, the bottom, and each side. Margins may be used only for non-essential notations which will not affect the validity of the document, including but not limited to form numbers, page numbers, and customer notations.
- The first page of the document shall contain a blank space, measuring at least 3 inches by 5 inches, from the upper right corner.
- The document shall not have any attachment stapled or otherwise affixed to any page.

Non-Standard Documents
- A document that creates a division of a then active existing tax parcel identification number.
- A document recorded pursuant to the Uniform Commercial Code (UCC.)
- A document which is non-conforming, as described in paragraphs 1-5 of section 3-5018.
- State lien or Federal lien
- A document making specific reference to more than 5 tax parcel identification numbers in the county in which it is presented for recording.
- A document making specific reference to more than 5 other document numbers recorded in the county in which it is presented for recording.
# Recording Fee Schedule

## Standard Documents

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deeds</td>
<td></td>
<td>$54.00</td>
</tr>
<tr>
<td>Leases</td>
<td></td>
<td>$54.00</td>
</tr>
<tr>
<td>Mortgages</td>
<td></td>
<td>$54.00</td>
</tr>
<tr>
<td>Easements</td>
<td></td>
<td>$54.00</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td></td>
<td>$54.00</td>
</tr>
</tbody>
</table>

## Non-Standard Documents

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Four (4) Pages</td>
<td></td>
<td>$80.00</td>
</tr>
<tr>
<td>Each additional Page</td>
<td></td>
<td>$2.00</td>
</tr>
</tbody>
</table>

## Plat Documents

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Page</td>
<td></td>
<td>$78.00</td>
</tr>
<tr>
<td>Each additional Page</td>
<td></td>
<td>$1.00</td>
</tr>
</tbody>
</table>

- Plat of Survey
  | First Page | $40.00 |
  | Each additional Page | $1.00 |

- Exhibits (11x17 or less)
  | Accompanying a Standard Document | $54.00 |

## UCC Documents

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filing (Secretary of State Form)</td>
<td></td>
<td>$48.00</td>
</tr>
<tr>
<td>Termination (Secretary of State Form)</td>
<td></td>
<td>$33.00</td>
</tr>
<tr>
<td>Termination Non-Conforming</td>
<td></td>
<td>$38.00</td>
</tr>
<tr>
<td>Each additional Name per Address</td>
<td></td>
<td>$5.00</td>
</tr>
</tbody>
</table>

The recording amounts above include the following fees: Recording, Document Storage System (DSS) $3.00, Geographic Information System (GIS) $15.00, Real Property $1.00 and Rental Housing Support Program (RHSP) $9.00. The RHSP fee does not apply when recording documents which are not real estate related or documents recorded by units of government. 310 ILCS 105/7.

## Military Discharge

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recording</td>
<td>No Charge</td>
<td></td>
</tr>
<tr>
<td>First Certified Copy</td>
<td>No Charge</td>
<td></td>
</tr>
</tbody>
</table>

## Federal, State & Local Government Agencies

Discounted prices are applicable only if paid by agency.

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liens</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>Release of Liens</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>Each additional Name</td>
<td>$1.00</td>
<td></td>
</tr>
</tbody>
</table>

## State Officer, Agency, Department or Other Instrumentality

Discounted prices are applicable only if paid by agency.

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Lien Related Documents</td>
<td></td>
<td>$18.00</td>
</tr>
</tbody>
</table>
## Copy Fee Schedule

### Document Copy
- **Per page**: $0.50
- **Certification**: $5.00
- See service charge below

### Plat Copy
- **11x17 Page**: $1.50
- **18x24 Page**: $2.50
- **24x36 Page**: $5.00
- **36x48 Page**: $8.00
- See service charge below

### UCC Copy
- **Per page**: $1.00
- **Certification**: $5.00

### UCC Search
**810 ILCS 5/9-525**
- Certificate issued per name searched.
- **Search Fee per Name**: $10.00

### Faxed Copy
- **Per page**: $0.50
- See service charge below

### Service Charge
- Applied to phone orders, fax orders and mail requests.
- **Per Document/Plat**: $5.00

### Military Discharge
**55 ILCS 5/3-5015**
- Request form needs to be completed and identification is required.
- **Certified Copy**: $1.25

### Map of DuPage County 1897
- **Color Print 18x24**: $5.00
- **Color Print 24x36**: $10.00
- **Color Print 36x48**: $15.00

### USB
- USB’s must be purchased through the Recorder’s Office and cannot be recycled for additional documents after purchase.
- **USB 2G**: $10.00
- **Per page**: $0.50

### Reports (.pdf)
- **Per page**: $0.50
Payment

Pay Types
- Credit Card
- Check (no starter checks)
- Money Order
- Cash
- Visa, MasterCard, Discover, UnionPay
- Payable to: DuPage County Recorder

Business Accounts
Agreement must be completed and submitted for approval.
- Automated Clearing House (ACH)
- Escrow

Pay Type Fees
- Credit Card Convenience Fee ($44.00 and above) 2.75%
- Credit Card Convenience Fee ($43.99 and under) $2.00
- Returned Check Charge: Refer to Maker Returned $4.50
- Check Charge: Stop Payment Returned Check $4.50
- Charge: Non-Sufficient Funds $9.00

Fred Bucholz, DuPage County Recorder
(630)407-5400 | www.dupageco.org/Recorder
Fees subject to change without notice.
Revised 8/30/2019