

## **RECORDING**

Documents can either be mailed to the address below or hand delivered to the County Clerk's Office for recording. Refer to the fee charts below for the recording fees associated with your particular type of document. Deeds must have a Sales Listing Form attached. After the recording process is finished the original document will be returned the following week.

Mason County Clerk, Diana N. Cromley, 200 Sixth Street, Suite 7, Point Pleasant, WV 25550

### **FEE CHART "A" IS FOR THE FOLLOWING TYPES OF DOCUMENTS: (Attach Chart)**

- Affidavit
- Agreement
- Assignment
- Assumed Name
- Certificate of Inc.
- Change of Name
- Execution
- Financing Statement
- Judgment
- Land Contract
- Leases
- Limited Partnership
- Lis Pendens
- Living Trust
- Mechanics Lien
- Miscellaneous
- Power of Attorney
- Release
- Right of Way
- Statutory Lien
- Subordination Agreement

### **FEE CHART "B" IS FOR THE FOLLOWING TYPE OF DOCUMENT: (Attach Chart)**

- Deed without Consideration
- Deed of Trust
- Fixture Filing

### **FEE CHART "C" IS FOR THE FOLLOWING TYPE OF DOCUMENT: (Attach Chart)**

- Deed with Consideration (Add transfer tax)

### **FEE CHART "D" IS FOR THE FOLLOWING TYPE OF DOCUMENT: (Attach Chart)**

- Trustee Report of Sale

**SALES LISTING FORM ATTACHED**

# RECORDING FEES FOR MASON COUNTY, WV

## RECORDING FEE CHART "A"

# of Pages	Recording Fee	Additional Pages	Preservation Fee	Total Recording Cost
1	\$10.00	\$0.00	\$2.00	\$12.00
2	\$10.00	\$0.00	\$2.00	\$12.00
3	\$10.00	\$0.00	\$2.00	\$12.00
4	\$10.00	\$0.00	\$2.00	\$12.00
5	\$10.00	\$0.00	\$2.00	\$12.00
6	\$10.00	\$1.00	\$2.00	\$13.00
7	\$10.00	\$2.00	\$2.00	\$14.00
8	\$10.00	\$3.00	\$2.00	\$15.00
9	\$10.00	\$4.00	\$2.00	\$16.00
10	\$10.00	\$5.00	\$2.00	\$17.00
11	\$10.00	\$6.00	\$2.00	\$18.00
12	\$10.00	\$7.00	\$2.00	\$19.00
13	\$10.00	\$8.00	\$2.00	\$20.00
14	\$10.00	\$9.00	\$2.00	\$21.00
15	\$10.00	\$10.00	\$2.00	\$22.00
16	\$10.00	\$11.00	\$2.00	\$23.00
17	\$10.00	\$12.00	\$2.00	\$24.00
18	\$10.00	\$13.00	\$2.00	\$25.00
19	\$10.00	\$14.00	\$2.00	\$26.00
20	\$10.00	\$15.00	\$3.00	\$28.00
21	\$10.00	\$16.00	\$3.00	\$29.00
22	\$10.00	\$17.00	\$3.00	\$30.00
23	\$10.00	\$18.00	\$3.00	\$31.00
24	\$10.00	\$19.00	\$3.00	\$32.00
25	\$10.00	\$20.00	\$3.00	\$33.00
26	\$10.00	\$21.00	\$3.00	\$34.00
27	\$10.00	\$22.00	\$3.00	\$35.00
28	\$10.00	\$23.00	\$3.00	\$36.00
29	\$10.00	\$24.00	\$3.00	\$37.00
30	\$10.00	\$25.00	\$4.00	\$39.00
31	\$10.00	\$26.00	\$4.00	\$40.00
32	\$10.00	\$27.00	\$4.00	\$41.00
33	\$10.00	\$28.00	\$4.00	\$42.00
34	\$10.00	\$29.00	\$4.00	\$43.00
35	\$10.00	\$30.00	\$4.00	\$44.00
36	\$10.00	\$31.00	\$4.00	\$45.00
37	\$10.00	\$32.00	\$4.00	\$46.00
38	\$10.00	\$33.00	\$4.00	\$47.00
39	\$10.00	\$34.00	\$4.00	\$48.00
40	\$10.00	\$35.00	\$5.00	\$50.00

### THIS CHART IS FOR THE FOLLOWING TYPES OF DOCUMENTS:

\*AFFIDAVIT \*AGREEMENT \*ASSIGNMENT \*ASSUMED NAME \*CERTIFICATE OF INC \*CHANGE OF NAME

\*EXECUTION \*FINANCING STATEMENT \* JUDGMENT \*LAND CONTRACT \*LEASES \*LIMITED PARTNERSHIP

\*LIS PENDENS \*LIVING TRUST \*MECHANICS LIEN \*MISCELLANEOUS \*POWER OF ATTORNEY \*RELEASE

\*RIGHT OF WAY \*STATUTORY LIEN \*SUBORDINATION AGREEMENT \*SUBSTITUTE TRUSTEE

# RECORDING FEES FOR MASON COUNTY, WV

## RECORDING FEE CHART "B"

# of Pages	Recording Fee	Additional Pages	Preservation Fee	Total Recording Cost
1	\$30.00	\$0.00	\$2.00	\$32.00
2	\$30.00	\$0.00	\$2.00	\$32.00
3	\$30.00	\$0.00	\$2.00	\$32.00
4	\$30.00	\$0.00	\$2.00	\$32.00
5	\$30.00	\$0.00	\$2.00	\$32.00
6	\$30.00	\$1.00	\$2.00	\$33.00
7	\$30.00	\$2.00	\$2.00	\$34.00
8	\$30.00	\$3.00	\$2.00	\$35.00
9	\$30.00	\$4.00	\$2.00	\$36.00
10	\$30.00	\$5.00	\$2.00	\$37.00
11	\$30.00	\$6.00	\$2.00	\$38.00
12	\$30.00	\$7.00	\$2.00	\$39.00
13	\$30.00	\$8.00	\$2.00	\$40.00
14	\$30.00	\$9.00	\$2.00	\$41.00
15	\$30.00	\$10.00	\$2.00	\$42.00
16	\$30.00	\$11.00	\$2.00	\$43.00
17	\$30.00	\$12.00	\$2.00	\$44.00
18	\$30.00	\$13.00	\$2.00	\$45.00
19	\$30.00	\$14.00	\$2.00	\$46.00
20	\$30.00	\$15.00	\$3.00	\$48.00
21	\$30.00	\$16.00	\$3.00	\$49.00
22	\$30.00	\$17.00	\$3.00	\$50.00
23	\$30.00	\$18.00	\$3.00	\$51.00
24	\$30.00	\$19.00	\$3.00	\$52.00
25	\$30.00	\$20.00	\$3.00	\$53.00
26	\$30.00	\$21.00	\$3.00	\$54.00
27	\$30.00	\$22.00	\$3.00	\$55.00
28	\$30.00	\$23.00	\$3.00	\$56.00
29	\$30.00	\$24.00	\$3.00	\$57.00
30	\$30.00	\$25.00	\$4.00	\$59.00
31	\$30.00	\$26.00	\$4.00	\$60.00
32	\$30.00	\$27.00	\$4.00	\$61.00
33	\$30.00	\$28.00	\$4.00	\$62.00
34	\$30.00	\$29.00	\$4.00	\$63.00
35	\$30.00	\$30.00	\$4.00	\$64.00
36	\$30.00	\$31.00	\$4.00	\$65.00
37	\$30.00	\$32.00	\$4.00	\$66.00
38	\$30.00	\$33.00	\$4.00	\$67.00
39	\$30.00	\$34.00	\$4.00	\$68.00
40	\$30.00	\$35.00	\$5.00	\$70.00

**THIS CHART IS FOR THE FOLLOWING TYPES OF DOCUMENTS:**

\*DEED WITHOUT CONSIDERATION \*DEED OF TRUST \* FIXTURE FILING

# RECORDING FEES FOR MASON COUNTY, WV

## RECORDING FEE CHART "C"

DEEDS RECORDED IN MASON COUNTY ADD \$5.50 PER THOUSAND OF CONSIDERATION

# of Pages	Recording Fee	Additional Pages	Preservation Fee	WV Housing Fund	Total Recording Cost
1	\$30.00	\$0.00	\$2.00	\$20.00	\$52.00
2	\$30.00	\$0.00	\$2.00	\$20.00	\$52.00
3	\$30.00	\$0.00	\$2.00	\$20.00	\$52.00
4	\$30.00	\$0.00	\$2.00	\$20.00	\$52.00
5	\$30.00	\$0.00	\$2.00	\$20.00	\$52.00
6	\$30.00	\$1.00	\$2.00	\$20.00	\$53.00
7	\$30.00	\$2.00	\$2.00	\$20.00	\$54.00
8	\$30.00	\$3.00	\$2.00	\$20.00	\$55.00
9	\$30.00	\$4.00	\$2.00	\$20.00	\$56.00
10	\$30.00	\$5.00	\$2.00	\$20.00	\$57.00
11	\$30.00	\$6.00	\$2.00	\$20.00	\$58.00
12	\$30.00	\$7.00	\$2.00	\$20.00	\$59.00
13	\$30.00	\$8.00	\$2.00	\$20.00	\$60.00
14	\$30.00	\$9.00	\$2.00	\$20.00	\$61.00
15	\$30.00	\$10.00	\$2.00	\$20.00	\$62.00
16	\$30.00	\$11.00	\$2.00	\$20.00	\$63.00
17	\$30.00	\$12.00	\$2.00	\$20.00	\$64.00
18	\$30.00	\$13.00	\$2.00	\$20.00	\$65.00
19	\$30.00	\$14.00	\$2.00	\$20.00	\$66.00
20	\$30.00	\$15.00	\$3.00	\$20.00	\$68.00
21	\$30.00	\$16.00	\$3.00	\$20.00	\$69.00
22	\$30.00	\$17.00	\$3.00	\$20.00	\$70.00
23	\$30.00	\$18.00	\$3.00	\$20.00	\$71.00
24	\$30.00	\$19.00	\$3.00	\$20.00	\$72.00
25	\$30.00	\$20.00	\$3.00	\$20.00	\$73.00
26	\$30.00	\$21.00	\$3.00	\$20.00	\$74.00
27	\$30.00	\$22.00	\$3.00	\$20.00	\$75.00
28	\$30.00	\$23.00	\$3.00	\$20.00	\$76.00
29	\$30.00	\$24.00	\$3.00	\$20.00	\$77.00
30	\$30.00	\$25.00	\$4.00	\$20.00	\$79.00
31	\$30.00	\$26.00	\$4.00	\$20.00	\$80.00
32	\$30.00	\$27.00	\$4.00	\$20.00	\$81.00
33	\$30.00	\$28.00	\$4.00	\$20.00	\$82.00
34	\$30.00	\$29.00	\$4.00	\$20.00	\$83.00
35	\$30.00	\$30.00	\$4.00	\$20.00	\$84.00
36	\$30.00	\$31.00	\$4.00	\$20.00	\$85.00
37	\$30.00	\$32.00	\$4.00	\$20.00	\$86.00
38	\$30.00	\$33.00	\$4.00	\$20.00	\$87.00
39	\$30.00	\$34.00	\$4.00	\$20.00	\$88.00
40	\$30.00	\$35.00	\$5.00	\$20.00	\$90.00

THIS CHART IS FOR THE FOLLOWING TYPE OF DOCUMENT: \*DEED WITH CONSIDERATION

# RECORDING FEES FOR MASON COUNTY, WV

## RECORDING FEE CHART "D"

# of Pages	Recording Fee	Additional Pages	Preservation Fee	Total Recording Cost
1	\$40.00	\$0.00	\$2.00	\$42.00
2	\$40.00	\$0.00	\$2.00	\$42.00
3	\$40.00	\$0.00	\$2.00	\$42.00
4	\$40.00	\$0.00	\$2.00	\$42.00
5	\$40.00	\$0.00	\$2.00	\$42.00
6	\$40.00	\$1.00	\$2.00	\$43.00
7	\$40.00	\$2.00	\$2.00	\$44.00
8	\$40.00	\$3.00	\$2.00	\$45.00
9	\$40.00	\$4.00	\$2.00	\$46.00
10	\$40.00	\$5.00	\$2.00	\$47.00
11	\$40.00	\$6.00	\$2.00	\$48.00
12	\$40.00	\$7.00	\$2.00	\$49.00
13	\$40.00	\$8.00	\$2.00	\$50.00
14	\$40.00	\$9.00	\$2.00	\$51.00
15	\$40.00	\$10.00	\$2.00	\$52.00
16	\$40.00	\$11.00	\$2.00	\$53.00
17	\$40.00	\$12.00	\$2.00	\$54.00
18	\$40.00	\$13.00	\$2.00	\$55.00
19	\$40.00	\$14.00	\$2.00	\$56.00
20	\$40.00	\$15.00	\$3.00	\$58.00
21	\$40.00	\$16.00	\$3.00	\$59.00
22	\$40.00	\$17.00	\$3.00	\$60.00
23	\$40.00	\$18.00	\$3.00	\$61.00
24	\$40.00	\$19.00	\$3.00	\$62.00
25	\$40.00	\$20.00	\$3.00	\$63.00
26	\$40.00	\$21.00	\$3.00	\$64.00
27	\$40.00	\$22.00	\$3.00	\$65.00
28	\$40.00	\$23.00	\$3.00	\$66.00
29	\$40.00	\$24.00	\$3.00	\$67.00
30	\$40.00	\$25.00	\$4.00	\$69.00
31	\$40.00	\$26.00	\$4.00	\$70.00
32	\$40.00	\$27.00	\$4.00	\$71.00
33	\$40.00	\$28.00	\$4.00	\$72.00
34	\$40.00	\$29.00	\$4.00	\$73.00
35	\$40.00	\$30.00	\$4.00	\$74.00
36	\$40.00	\$31.00	\$4.00	\$75.00
37	\$40.00	\$32.00	\$4.00	\$76.00
38	\$40.00	\$33.00	\$4.00	\$77.00
39	\$40.00	\$34.00	\$4.00	\$78.00
40	\$40.00	\$35.00	\$5.00	\$80.00

THIS CHART IS FOR THE FOLLOWING TYPE OF DOCUMENT: \*TRUSTEE REPORT OF SALE



# STATE TAX COMMISSIONER OF WEST VIRGINIA SALES LISTING FORM

**The Instrument May Not Be Recorded If This Form Is Not Completed In Its Entirety**

West Virginia Code §§11-22-6, 11A-3-2 & 11A-3-3 (Amended 3-11-95)

Revised 8/12

County: \_\_\_\_\_ Taxing District: \_\_\_\_\_  
 Tax Map No.(s): \_\_\_\_\_ Parcel(s): \_\_\_\_\_  
 Tax Map No.(s): \_\_\_\_\_ Parcel(s): \_\_\_\_\_  
 Account #: \_\_\_\_\_  
 Mineral ID #: \_\_\_\_\_  
 Grantor's Name: \_\_\_\_\_ Phone No. ( ) - \_\_\_\_\_  
 Grantee's Name: \_\_\_\_\_ Phone No. ( ) - \_\_\_\_\_  
 Mailing Address of New Owner: \_\_\_\_\_  
 Mailing Address for Tax Statements: \_\_\_\_\_  
 Most Recent Previous Deed Book No.: \_\_\_\_\_ Page No.: \_\_\_\_\_  
 Grantor's Source of Title: \_\_\_\_\_

(If not by "Previous Deed" referenced above.)

(a) Real Estate: \_\_\_\_\_ (b) Other Valuable Goods/Services: (If Applicable) \_\_\_\_\_  
 Consideration/Value: \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Lot Size or Acreage Involved: \_\_\_\_\_  
 Estate(s) Transferred: \_\_\_\_\_

(Examples: Fee, Surface, Mineral, Coal, etc.)

- |                                                                          |          |              |
|--------------------------------------------------------------------------|----------|--------------|
| (1) Was this transaction on the open market?                             | Yes / No | (Circle One) |
| (2) Does this transaction involve more than one parcel?                  | Yes / No | (Circle One) |
| (3) Was this sale between related individuals or related corporations?   | Yes / No | (Circle One) |
| (4) Was this a liquidation, foreclosure or other "Forced" sale?          | Yes / No | (Circle One) |
| (5) Is this transaction pursuant to a land contract or owner financing?  | Yes / No | (Circle One) |
| (6) Does this transaction include personal property?                     | Yes / No | (Circle One) |
| (7) Does this transaction include minerals and/or timber?                | Yes / No | (Circle One) |
| (8) Any other financing arrangements materially affecting consideration? | Yes / No | (Circle One) |
| (9) Is this a mineral sale only?                                         | Yes / No | (Circle One) |

If "No" to Question 1 or "Yes" to Questions 2 - 8 above, please explain below:

Explanation: \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Filed By (check one): ☐ Buyer ☐ Seller ☐ Agent/Attorney ☐ Other

## LIENHOLDER INFORMATION (OPTIONAL)

☐ Check if change of name or address

Name: \_\_\_\_\_  
 Address for Notice: \_\_\_\_\_

## INTEREST IN PROPERTY

_____ Surface Owner's Rights	Deed Book: _____	Page No.: _____
_____ Fiduciary Interest	Relationship to Owner: _____	
_____ Lienholder	Trust Deed Book No.: _____	Page No.: _____
_____ Other		

To Be Completed By County Clerk:
Stamp Fee Paid: _____
Date Recorded: _____
New Deed Book No.: _____
New Deed Book Page No.: _____
Date of Transaction: _____

Sheriff's Use Only
Date Received: _____
Effective Dates of Lien: _____
Date Entered: _____
Entered By: _____
Tax Ticket No.: _____

## RELEASE OF LIEN

**COMPLETE THIS SECTION IF YOU ARE RELEASING THIS LIEN**

Date Lien Is Released: \_\_\_\_\_  
 Signature of Lienholder: \_\_\_\_\_