

**RESOLUTION - 24 - 78**

**AMENDING RESOLUTIONS 18 - 80 & 19 - 100**  
**THE PREDICTABLE FEE SCHEDULE FOR THE**  
**COUNTY RECORDER'S OFFICE**

**WHEREAS**, the Governor of the State of Illinois, on August 22, 2017, signed into law Public Act 100-0271, which requires counties to adopt a predictable fee schedule for the County Recorder's Office; and

**WHEREAS**, pursuant to Public Act 103-0884 if a county has previously adopted a resolution adopting a predictable fee schedule, the county must adopt a resolution revising that predictable fee schedule to be consistent with 55 ILCS 5/3-5018.2; and

**WHEREAS**, a notice of this resolution must be posted in the Ford County Clerk & Recorder's Office for at least two weeks prior, but not more than four weeks prior to the date of adoption below; and

**WHEREAS**, the changes to the fees shall take into effect on January 1, 2025; and,

**WHEREAS**, the predictable fee schedule is attached as Exhibit A & B and was prepared by the Ford County Clerk & Recorder pursuant to the new law; and,

**WHEREAS**, the Ford County Board at its regular scheduled meeting of November 18, 2024, discussed, reviewed, and considered the Ford County Clerk & Recorder's proposed predictable fee schedule and recommends the proposed fees take effect January 1, 2025.

**NOW, THEREFORE**, the Ford County Board at its regularly scheduled board meeting on November 18, 2024, hereby adopts the predictable fee schedule prepared by the Ford County Clerk & Recorder and the changes to the fee schedule shall take effect January 1, 2025.

**NOW, THEREFORE, BE IT RESOLVED** by the Ford County Board, that the County Code is amended as follows to allow for the recordation and collection of fees for the following document classes pursuant to Public Act 103-884 which was passed by the 23rd General Assembly and signed into law as 55ILCS 5/3-5018.2 and takes effect January 1<sup>st</sup>, 2025, see Exhibits A & B, and:

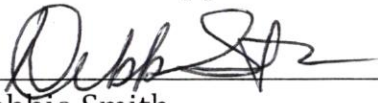
1. Deeds. The aggregate fee for recording deeds shall be \$83.00. Inclusion of language in the deed as to any restriction, covenant, lien, oil, gas, or other mineral interest, easement, lease of mortgage shall not alter the classification of a document as a deed.

2. Leases, lease amendments, and similar transfer of interest documents. The aggregate fee for recording leases, lease amendments, and similar transfers of interest documents shall be \$83.00.

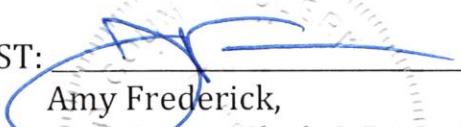
3. Mortgages. The aggregate fee for recording mortgages, including assignments, extensions, amendments, subordinations, and mortgage releases shall be \$83.00.

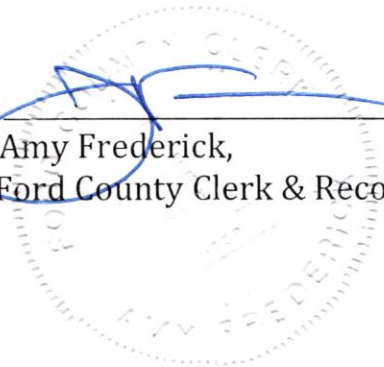
4. Easements not otherwise part of another classification. The aggregate fee for recording easements not otherwise part of another classification, including assignments and extensions shall be \$83.00.

**PASSED** and approved this **18<sup>th</sup>** day of **November 2024**.

  
\_\_\_\_\_  
Debbie Smith,  
Ford County Board Chairman

ATTEST:

  
\_\_\_\_\_  
Amy Frederick,  
Ford County Clerk & Recorder





# EXHIBIT A

ACCORDING TO STATUTE THIS NEW FEE SCHEDULE IS FOR PUBLIC VIEWING IN THE OFFICE OF THE FORD COUNTY CLERK & RECORDER  
AS OF OCTOBER 30, 2024 FOR AT LEAST 2 WEEKS PRIOR TO THE NEXT FORD COUNTY BOARD MEETING TO BE HELD ON NOVEMBER 18, 2024

| JAN. 1, 2025 NEW PREDICTABLE SPECIAL FEES      |           |              |
|------------------------------------------------|-----------|--------------|
| RECORDING FEE                                  | \$        | 24.00        |
| RECORDING AUTOMATION FEE                       | \$        | 14.00        |
| GIS FEE                                        | \$        | 24.00        |
| GIS RECORDER FEE                               | \$        | 1.00         |
| <b>TOTAL BASE FEE</b>                          | <b>\$</b> | <b>63.00</b> |
| JAN. 1, 2025 NEW PREDICTABLE STANDARD FEES     |           |              |
| RECORDING FEE                                  | \$        | 25.00        |
| RECORDING AUTOMATION FEE                       | \$        | 14.00        |
| RENTAL HOUSING STATE                           | \$        | 18.00        |
| RENTAL HOUSING COUNTY                          | \$        | 0.50         |
| RENTAL HOUSING REC AUTO                        | \$        | 0.50         |
| GIS FEE                                        | \$        | 24.00        |
| GIS RECORDER FEE                               | \$        | 1.00         |
| <b>TOTAL BASE FEE</b>                          | <b>\$</b> | <b>83.00</b> |
| JAN. 1, 2025 NEW PREDICTABLE NON-STANDARD FEES |           |              |
| RECORDING FEE                                  | \$        | 35.00        |
| RECORDING AUTOMATION FEE                       | \$        | 14.00        |
| RENTAL HOUSING STATE                           | \$        | 18.00        |
| RENTAL HOUSING COUNTY                          | \$        | 0.50         |
| RENTAL HOUSING REC AUTO                        | \$        | 0.50         |
| GIS FEE                                        | \$        | 24.00        |
| GIS RECORDER FEE                               | \$        | 1.00         |
| <b>TOTAL BASE FEE</b>                          | <b>\$</b> | <b>93.00</b> |

| JAN. 1, 2025 PREDICTABLE STATE LIEN/RELEASE FEES               |           |              |
|----------------------------------------------------------------|-----------|--------------|
| RECORDING FEE                                                  | \$        | 5.00         |
| RECORDING AUTOMATION FEE                                       | \$        | 3.00         |
| GIS FEE                                                        | \$        | 2.00         |
| GIS RECORDER FEE                                               | \$        | 1.00         |
| <b>TOTAL BASE FEE</b>                                          | <b>\$</b> | <b>11.00</b> |
| JAN. 1, 2025 PREDICTABLE PUB. AID, UNEMPLOY. LIEN/RELEASE FEES |           |              |
| RECORDING FEE                                                  | \$        | 12.00        |
| RECORDING AUTOMATION FEE                                       | \$        | 3.00         |
| GIS FEE                                                        | \$        | 2.00         |
| GIS RECORDER FEE                                               | \$        | 1.00         |
| <b>TOTAL BASE FEE</b>                                          | <b>\$</b> | <b>18.00</b> |

| JAN. 1, 2025 NEW PREDICTABLE NON-STANDARD LARGE SURVEY FEES |           |               |
|-------------------------------------------------------------|-----------|---------------|
| RECORDING FEE                                               | \$        | 48.00         |
| RECORDING AUTOMATION FEE                                    | \$        | 14.00         |
| RENTAL HOUSING STATE                                        | \$        | 18.00         |
| RENTAL HOUSING COUNTY                                       | \$        | 0.50          |
| RENTAL HOUSING REC AUTO                                     | \$        | 0.50          |
| GIS FEE                                                     | \$        | 24.00         |
| GIS RECORDER FEE                                            | \$        | 1.00          |
| <b>TOTAL BASE FEE</b>                                       | <b>\$</b> | <b>106.00</b> |

## EXHIBIT B

ACCORDING TO STATUTE THIS NEW FEE SCHEDULE IS FOR PUBLIC VIEWING IN THE OFFICE OF THE  
FORD COUNTY CLERK & RECORDER AS OF OCTOBER 30, 2024 FOR AT LEAST 2 WEEKS PRIOR TO THE NEXT FORD  
COUNTY BOARD MEETING TO BE HELD ON NOVEMBER 18, 2024

### JANUARY 1, 2025 LIST OF FEES

#### ALL DOCUMENTS MUST INCLUDE THE FOLLOWING:

- A DOCUMENT THAT IS 8 1/2" X 11"
- WHITE NO MORE THAN 20 LB. PAPER
- 3 1/2" X 5" SPACE IN THE UPPER RIGHT HAND CORNER
- PREPARED BY and RETURN TO
- GRANTOR and GRANTEE
- ORIGINAL SIGNATURES and NOTARIZED
- DATE OF DOCUMENT
- NO WHITE OUT
- PLAT ACT AFFIDAVIT (FOR SPLIT PROPERTY ONLY)
- RELEASES, ASSIGNMENTS and EXTENSIONS ALL MUST HAVE A REFERS TO NUMBER
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- RELEASES, ASSIGNMENTS and EXTENSIONS ALL MUST HAVE A REFERS TO NUMBER
- DEEDS: - EXEMPT STAMP REFERRING TO EXEMPT PARAGRAPH and MUST BE SIGNED & DATED or TRANSFER ON DECLARATION (**NOTE**): - TRANSFER ON DECLARATION - MUST BE FILLED OUT COMPLETELY INCLUDING LOT SIZE or ACREAGE, PHONE NUMBERS and SIGNATURES FOR ALL, and LEGAL DESCRIPTIONS
- MAIL TAX STATEMENT TO NAME & ADDRESS

#### ALL STATE and FEDERAL DOCUMENTS: (\$11.00 or \$18.00)

(STATE & FEDERAL TAX LIEN's and RELEASES)

#### ALL DOCUMENTS THAT DO NOT INCLUDE RHSP FEES: (\$63.00)

ALL NON-STANDARD DOCUMENTS MUST INCLUDE THE FOLLOWING: (\$93.00)

- (AFFIDAVITS (WITHOUT REAL ESTATE), ARTICLES OF INCORPORATION, IDOT RECORDINGS, JUDGEMENTS, NOTICE OF PROBATE, POWER OF ATTORNEY (FOR PROPERTY), TRANSFER ON DEATH, UCC's, PUBLIC UTILITY COMPANY RECORDINGS)
- A DOCUMENT THAT IS LARGER THAN 8 1/2" X 11"
- MUST INCLUDE AN 8 1/2" X 11" COPY OF THE ORIGINAL
- REFERS TO MORE THAN 5 PARCELS NUMBERS and/or DOCUMENT NUMBERS

#### ALL STANDARD DOCUMENTS MUST INCLUDE THE FOLLOWING: (\$83.00)

ALL NON-STANDARD DOCUMENTS MUST INCLUDE THE FOLLOWING: (\$106.00)

- (AFFIDAVITS (WITH REAL ESTATE), AGREEMENTS, ANNEXATIONS, ASSIGNMENTS, DEEDS, EASEMENTS (NOT FROM UTILITY CO.), LEASES, LIS PENDENS, LIENS, MONUMENTS, MORTGAGES, NOTICE OF FORECLOSURES, RELEASES)
- A DOCUMENT THAT IS LARGER THAN 8 1/2" X 14"
- MUST INCLUDE AN 8 1/2" X 11" COPY OF THE ORIGINAL