

FULTON COUNTY RECORDER REJECTION LETTER PH: 574-223-2914
125 E. 9TH STREET
SUITE 120
ROCHESTER, IN 46975

Enclosed are document(s) being returned to you for one of the following reasons. **Please** comply and when returning the document(s) for recording enclose this memo, with a self addressed stamped envelope, to expedite processing.

_____ We must have a "Prepared By" statement. This is the name of the **person** who prepared the document followed by a typewritten or printed name.

IC 36-2-11-15

_____ Premises described not in Fulton County, IN

_____ Document is not legible - IC Code 36-2-11-10(3)

_____ Legal Description is incomplete or missing.

_____ Book/Page and or Document number is omitted/incorrect

_____ Assignments and Releases: We have no record OR we show already assigned or released.

_____ Notary did not sign and or seal document IC 33-42-2-9

_____ Notary did not print or type name beneath signature IC Code 33-42-2-9

_____ Check is not signed/enclosed

_____ Check cannot be cashed by our office

_____ Filing fee enclosed is incorrect. The Fee Should Be \$_____.

_____ We show different name or spelling difference.

_____ Book and page or Instrument number of original power of attorney must be provided at signature.

_____ Mechanic's Lien, must be notarized; must be recorded with the original Signatures; all duplicates must show correct legal description and address must show Owner's name and correct mailing address.

_____ Reference is made to Exhibit, which is not attached. Please correct and send an additional \$2.00 for attachment.

_____ Conveyance documents must have the Grantee's Address, followed by the physical address of the buyer. Post Office Box numbers will not be accepted. IC 32-21-2-3

_____ All Documents must contain the Affirmation of Redaction Statement if executed in the state of Indiana. IC 36-2-11-15

_____ Top and bottom margins on the first and last pages must be two inches for stamping document. Pursuant to IC 36-2-11-16.5 documents that do not meet the margin requirement are considered non-conforming and are charged \$1.00 additional fee per document.

_____ All documents that are a Copy and not the original will require the COPY Stamp on the front marginal page.

_____ Other _____

Thank you!!