



McDONOUGH COUNTY COURTHOUSE, BUILT IN THE YEAR 1869  
Listed in the National Register of Historic Places

**Gretchen DeJaynes**  
*County Clerk and Recorder  
of McDonough County  
#1 Courthouse Square  
Macomb, IL 61455*

*Clerk and Recorder*      309/833-2474  
*Voter Registration*      309/833-4649  
*Accounting/Payroll*      309/837-3120

## **RECORDING FEE CHANGE**

The McDonough County Recording fees will increase by \$10.00 effective July 1, 2023, this is due to an increase in the RHSP Fee. The fees are a reflection of legislation passed by the State of Illinois (Public Act 102-1135).

## **OTHER CHANGES/REQUESTS**

**ENVELOPES** – When documents are recorded you will need to provide a self-addressed stamped envelope for us to mail the document back to you. If an envelope is not provided, we will hold the document in our office for 10 business days before disposing of it. If you would like, you can provide us with envelopes to keep on file and we will let you know when you are running low, that way you would not have to send one with every recording.

### **LEGAL DESCRIPTION – ADDRESS – PROPERTY IDENTIFICATION NUMBER (PIN#) –**

When recording any type of document that has a legal description, please provide the address (if it has one) and the PIN# for that parcel, this would not apply to a Survey. By doing this it will make property searches faster and easier, along with allowing us to have as much information as possible in our system. Legal descriptions must be the full legal, it cannot be an abbreviated version.

**STAPLES** – We would really appreciate it if you do not use staples on any documents or checks.

**McDONOUGH COUNTY  
RECORDING FEES  
EFFECTIVE JULY 1, 2023**

**\*\*PLEASE ENCLOSE A SELF-ADDRESSED, STAMPED ENVELOPE FOR THE RETURN OF YOUR DOCUMENTS\*\***

**\*\*LEAVE A 3" X 5" SQUARE IN UPPER RIGHT CORNER FOR RECORDING STAMP\*\***

**\*\*ADD A STICKER TO COPIES OF RECORDED DOCUMENTS\*\***

**\$1.00**

<b>AFFIDAVIT WITH LEGAL ASSIGNMENTS</b>	<b>\$82.00</b>
<b>CEMETERY DEED</b>	<b>\$62.00</b>
<b>EASEMENTS</b>	<b>\$82.00</b>
<b>FINANCING STATEMENTS</b>	<b>\$50.00</b>
AMENDMENTS/CONTINUATIONS	<b>\$50.00</b>
UCC STATEMENT COPY	<b>\$1.00</b>
UCC SEARCH (each name/each address)	<b>\$20.00</b>
UCC TERMINATION	<b>\$20.00</b>
<b>JUDGEMENTS - MEMORANDUMS/RELEASES (w/out Legal Descriptions)</b>	<b>\$62.00</b>
<b>LEGAL DESCRIPTION SEARCH</b>	<b>\$5.00</b>
<b>LIS PENDENS</b>	<b>\$82.00</b>
<b>MECHANIC LIENS/RELEASES - (EXCEPTING STATE/FEDERAL) WITH 4 PAGES</b>	<b>\$82.00</b>
<b>MOBILE HOME LIEN RELEASES</b>	<b>\$82.00</b>
<b>MONUMENT RECORDS - 8 1/2" X 11" OR 8 1/2" X 14"</b>	<b>\$82.00</b>
<b>NOTICE OF PROBATE</b>	<b>\$82.00</b>
<b>ORDINANCES - MAY REQUIRE MAP/PLAT TO ACCOMPANY</b>	<b>\$82.00</b>
<b>PLAT ACT AFFIDAVIT - TO ACCOMPANY DEEDS W/LEGAL DESCRIPTION UNDER 3 ACRES IN A 1/4 SECTION</b>	<b>\$0.00</b>
<b>PLATS - CONDO/SUBDIVISION, MAXIMUM SIZE 30" X 36"</b>	<b>\$82.00</b>
ORIGINAL & FOUR (4) COPIES WITH ORIGINAL RETAINED BY RECORDER	<b>\$104.00</b>
<b>RELEASES - REFERENCING ONE DOCUMENT NUMBER</b>	<b>\$82.00</b>
ADDITIONAL DOCUMENT NUMBER OR BOOK/PAGE	<b>\$1.00</b>
<b>RE-RECORD</b>	<b>\$62.00</b>
<b>RESTRICTIONS &amp; COVENANTS - SEPARATE FILING OR ACCOMPANYING A PLAT</b>	<b>\$82.00</b>
<b>RIGHT OF WAY</b>	<b>\$82.00</b>
<b>SURVEYS</b>	
8 1/2" X 14" AND UP TO 11" X 17" TWO LOT LIMIT	<b>\$82.00</b>
OVER 11" X 17"	<b>\$104.00</b>
<b>VETERAN DISCHARGE RECORD</b>	<b>\$0.00</b>