# Cullman County Probate Office

Tammy Brown
Probate Judge

Kathy Swann
Chief Clerk

**RECORDING DEPARTMENT INFORMATION**

PHONE NUMBER: 256-775-4808
FAX NUMBER: 256-775-4813

**MAILING ADDRESS:**

CULLMAN COUNTY JUDGE OF PROBATE
P O BOX 970
CULLMAN, AL 35056

**PHYSICAL ADDRESS:**

CULLMAN COUNTY JUDGE OF PROBATE
500 2ND AVENUE SW
**ROOM 101**
CULLMAN, AL 35055

**BASIC RECORDING FEES:**

DEED TAX IS $1.00 PER THOUSAND
MORTGAGE TAX IS $1.50 PER THOUSAND
CLOCKING FEE $1.00 PER INSTRUMENT
SPECIAL LOCAL FEE $1.00 EACH INSTRUMENT.
PAGES; $4.50 FIRST $2.50 EACH ADDITIONAL.
CROSS REFERENCES (BOOK AND PAGE) AFTER THE FIRST ONE (1) $1.00 EACH ADDITIONAL PAGE.
EXTRA INDEXES (GRANTOR/GRANTEE) AFTER TWO (2) $1.00 EACH ADDITIONAL REFERENCE.

**RECORDING INFORMATION:**

CORRECTED DOCUMENTS **MUST INCLUDE** the REASON(S) FOR CORRECTION WRITTEN ON THE DOCUMENT
**VERY IMPORTANT: ORIGINAL BOOK & PAGE MUST BE ON THE CORRECTED DOCUMENT TO AVOID FILING DELAYS**

**REMINDERS:**

**MAKE CHECKS PAYABLE TO: CULLMAN COUNTY JUDGE OF PROBATE or PROBATE JUDGE**
**PLEASE INCLUDE A SELF ADDRESSED STAMPED ENVELOPE FOR DOCUMENTS TO BE RETURNED**

**ACT NO. 2020-073:**

BEGINNING JANUARY 1, 2021, **ALL** BUSINESS FILINGS ARE FILED DIRECTLY WITH THE SECRETARY OF STATE'S OFFICE

**eRECORDING EFFECTIVE: April 13, 2023**
**VENDOR AS OF MARCH 20, 2023: SIMPLIFILE**

## RECORDING DEPARTMENT EXAMPLES:

### CLAIM AGAINST AN ESTATE:

1. $4.50 FOR THE FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY** - INCLUDE NAME and ADDRESS OF PREPARER ON THE DOCUMENT
   B. ESTATE NAME
   C. ESTATE CASE NUMBER
   D. CLAIMANT'S NAME and ADDRESS/PHONE NUMBER IS OPTIONAL
   E. CLAIM AMOUNT
   F. DOCUMENT SHOULD BE SIGNED AND NOTARIZED
   G. SUPPORTING DOCUMENTS MAY BE INCLUDED FOR AN ADDITONAL FEE

### CLAIM AGAINST AN ESTATE "RELEASE":

1. $4.50 FOR THE FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY** - INCLUDE NAME and ADDRESS OF PREPARER ON THE DOCUMENT
   B. ESTATE NAME
   C. ESTATE CASE NUMBER
   D. CLAIMANT'S NAME and ADDRESS/PHONE NUMBER IS OPTIONAL
   E. CLAIM AMOUNT
   F. DOCUMENT SHOULD BE NOTARIZED
   G. SUPPORTING DOCUMENTS MAY BE ATTACHED FOR AN ADDITIONAL FEE
   H. **VERY IMPORTANT: ORIGINAL CLAIM AGAINST ESTATE BOOK & PAGE MUST BE ON THE RELEASE FOR THE CLAIM TO BE FULLY SATISFIED**

### DEEDS:

1. $4.50 FOR FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. DEED TAX- $1.00 PER $1,000.00
4. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY** - INCLUDE NAME AND ADDRESS OF PREPARER ON THE DOCUMENT
   B. GRANTEE and GRANTOR'S ADDRESS INCLUDED ON THE DOCUMENT
   C. TWO (2) GRANTEES and TWO (2) GRANTORS LISTED AT NO CHARGE. ANY LISTED OVER TWO (2) ARE $1.00 EACH.
   D. **VERY IMPORTANT:** PURCHASE PRICE &/OR REAL PROPERTY VALUE INCLUDED ON THE DOCUMENT (If ANY of the **REQUIRED** information is not listed in the DEED a REAL ESTATE VALIDATION (*Ala Code §* 40-22-1) FORM **MUST** be filled out by the customer and ATTACHED to the DOCUMENT to be RECORDED for an ADDITIONAL FEE. THE PROBATE OFFICE PROVIDES THE FORM IF NECESSARY
   E. LEGAL DESCRIPTION INCLUDED ON THE DOCUMENT
   F. DOCUMENT MUST BE NOTARIZED

### DEEDS &/OR MORTGAGES FILED IN MULTIPLE COUNTIES:

1. $4.50 FOR THE FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. **DEED TAX**- $1.00 PER $1,000.00, UNLESS TAX IS PAID IN ANOTHER COUNTY
4. **MORTGAGE TAX**- $1.50 PER $1,000.00, UNLESS TAX IS PAID IN ANOTHER COUNTY
5. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY**- INCLUDE THE NAME AND ADDRESS OF PREPARER ON THE DOCUMENT
   B. **MUST** HAVE THE COUNTIES LISTED and PERCENTAGE EACH COUNTY RECEIVES.
   C. TWO (2) GRANTEES and TWO (2) GRANTORS LISTED AT NO CHARGE. ANY LISTED OVER TWO (2) ARE $1.00 EACH.
   D. CROSS REFERENCES (BOOK AND PAGE) AFTER THE FIRST ONE (1) $1.00 EACH ADDITIONAL
   E. **VERY IMPORTANT:** PURCHASE PRICE &/OR REAL PROPERTY VALUE INCLUDED ON THE DOCUMENT (If ANY of the **REQUIRED** information is not listed in the DEED a REAL ESTATE VALIDATION (*Ala Code §* 40-22-1) FORM **MUST** be filled out by the customer and ATTACHED to the DOCUMENT to be RECORDED for an ADDITIONAL FEE. THE PROBATE OFFICE PROVIDES THE FORM IF NECESSARY

F. IF TAX IS PAID IN ANOTHER COUNTY, THAT COUNTY **MUST** PROVIDE A LETTER TO THE PROBATE OFFICE BEFORE DOCUMENT(S) IS RECORDED, THEN CUSTOMER WOULD PAY FOR PAGES & $1.00 NO TAX FEE COLLECTED

G. DOCUMENT MUST BE NOTARIZED

**LIENS/JUDGMENTS:**

1. $4.50 FOR FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY**- INCLUDE NAME AND ADDRESS OF PREPARER ON THE DOCUMENT
   B. TWO (2) PLAINTIFFS and TWO (2) DEFENDANTS LISTED AT NO CHARGE. ANY LISTED OVER TWO (2) ARE $1.00 EACH
   C. AMOUNT OF THE LIEN &/OR JUDGMENT FILED

**MARRIAGE CERTIFICATE**

1. FILING/RECORDING FEE $71.00
2. CERTIFIED COPIES $2.00
3. FORM **MUST** BE COMPLETED AND SIGNED IN FRONT OF A NOTARY. FORM MUST BE RECORDED **WITHIN** THIRTY (30) DAYS OF THE NOTARY DATE

**MARRIAGE (AMENDED) CERTIFICATES:**

1. RECORDING FEE TO AMEND MARRIAGE CERTIFICATES $71.00
   ON or **AFTER:** 8/29/2019
2. RECORDING FEE TO AMEND MARRIAGE CERTIFICATES $8.50
   **PRIOR** TO: 8/29/2019

**MORTGAGES:**

1. $4.50 FOR FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. MORTGAGE TAX- $1.50 PER $1,000.00
4. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY**- INCLUDE NAME AND ADDRESS OF PREPARER ON THE DOCUMENT
   B. MORTGAGEE and MORTGAGOR'S ADDRESS INCLUDED ON THE DOCUMENT
   C. TWO (2) MORTGAGEES and TWO (2) MORTGAGORS LISTED AT NO CHARGE. ANY LISTED OVER TWO (2) ARE $1.00 EACH
   D. CROSS REFERENCES (BOOK AND PAGE) AFTER THE FIRST ONE (1) $1.00 EACH ADDITIONAL
   E. PURCHASE PRICE &/OR REAL PROPERTY VALUE INCLUDED ON THE DOCUMENT
   F. REAL PROPERTY LEGAL DESCRIPTION ON THE DOCUMENT
   G. DOCUMENT MUST BE NOTARIZED
5. CREDIT UNION: FILING FEE IS PAGES ONLY PLUS $1.00 NO TAX FEE COLLECTED

**NOTARY FEES:**

1. NOTARY APPLICATIONS $10.00
   **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
2. NOTARY COMMISSION FEE $54.00
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. NOTARY BOND OBTAINED FROM INSURANCE COMPANY IN THE AMOUNT OF $50,000.00
   B. BOND **MUST** BE RECORDED SAME DATE THAT IS ON THE SURETY BOND
   C. CERTIFICATE OF COMPLETION FROM ONLINE COURSE
   D. APPROVAL LETTER FROM JUDGE OF PROBATE

**PLATS:**

1. RECORDIING FEES $13.00
2. LOTS OVER TWENTY (20) $0.50 PER LOT
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. THREE (3) MYLARS ARE REQUIRED
   B. MYLARS SHOULD BE SIGNED BY CITY OR COUNTY ENGINEER, SURVEYOR, OWNER, NOTARY, ETC. BEFORE RECORDING

**RELEASES/ SATISFACTIONS FOR MORTGAGES, JUDGMENTS, ETC.:**

1. $4.50 FOR FIRST PAGE
2. $2.50 EACH ADDITIONAL PAGE
3. **INCLUDE THE FOLLOWING TO AVOID FILING DELAYS:**
   A. **PREPARED BY**-INCLUDE NAME AND ADDRESS OF PREPARER ON THE DOCUMENT
   B. NAMES OVER TWO (2) –ADDITIONAL NAMES $1.00 EACH

C. CROSS REFERENCES AFTER ONE (1) - $1.00 EACH
D. DOCUMENT MUST BE NOTARIZED
E. **VERY IMPORTANT: ORIGINAL BOOK & PAGE MUST BE ON THE RELEASE/SATISFACTION TO BE FULLY SATISFIED**

## UCC

1. RECORDING FEES $21.00
2. MORTGAGE TAX $1.50 PER $1,000.00 OR FRACTION THEREOF FINANCED
3. ADDITIONAL PAGES $2.00
4. LOCAL FEE $1.00
5. NON-STANDARD FEE $5.00
6. TERMINATION FILED AFTER 10/01/1987 NO CHARGE
   **MUST** BE SUBMITTED IN TRIPLICATES

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**SEARCHES:** THE PROBATE OFFICE IS NOT BONDED TO CONDUCT ANY RECORD SEARCHES

**COPIES**: $1.00 PER PAGE
**COPY CERTIFICATION:** $2.00 PER DOCUMENT

FOR GENERAL RECORDING QUESTIONS CALL: 256-775-4808

**This is intended as a guide only to provide basic recording department information. This guide does not constitute a complete list for recording documents, recording fees, etc.**

**PLEASE VISIT OUR WEBSITE: cullmancourts.org**