



OTSEGO COUNTY CLERK'S OFFICE

197 Main St., Cooperstown, NY 13326 ~ P 607-547-4276 ~ F 607-547-7544

2025 Schedule of Fees

Recording

Assignment Leases & Rents

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Affidavit of Exemption	\$5.00

Building & Loan Agreement

Flat Fee	\$25.00
----------	---------

Deed

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50
Transfer Notice <i>all residential property</i>	\$10.00
TP584	\$5.00
Transfer Tax	\$4.00 per \$1,000
RP5217 <i>Residential, Agriculture, class code between 1-299</i>	\$125.00
<i>Commercial, vacant land, class code 300 or higher</i>	\$250.00

Easements

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
TP584 <i>if required</i>	\$5.00
Transfer Tax <i>if required</i>	\$4.00 per \$1,000

Leases

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
TP584 <i>if required</i>	\$5.00
Transfer Tax <i>if required</i>	\$4.00 per \$1,000

Map

Mylar <i>Min size 11 x 17</i>	\$10.00
-------------------------------	---------

Miscellaneous/Miscellaneous Land

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50

Mortgage

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50
Basic Mortgage Tax	1/2%
Special Additional Tax	1/4%
Local Tax	1/4%
Affidavit of Exemption	\$5.00

Mortgage Agreement

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50
Affidavit of Exemption	\$5.00

Mortgage Assignment

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50
Each Additional New Money Mortgage to be Assigned	\$3.50
Each Additional Assignment on Record	\$0.50

Mortgage Satisfaction

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50
Each Additional New Money Mortgage	\$8.50
Each Additional Assignment	\$0.50
Each Additional Agreement (Mod, CEMA, Sub)	\$0.50

Notice of Lending

Flat Fee	\$15.00
----------	---------

Release of Land Recording*ie: oil & gas lease, mortgage premissis*

Record with Cover Page	\$45.00
Each Additional Page	\$5.00
Cross Reference	\$0.50

UCC

Original	\$40.00
Continuation	\$40.00
Amendment	\$40.00
Assignment	\$40.00
Termination	\$40.00
Copy	\$5.00

DBA *Doing Business Under Assumed Name*

Original Filing	\$25.00
Amended Filing	\$25.00
Certified Copy <i>Required if you will be doing banking</i>	\$5.00
Discontinuance	No Fee

Religious Corporation

Original Filing	\$25.00
Per Page Fee	\$5.00
Certified Copy	\$5.00
Discontinuance	No Fee

Certificates

Notarial Certificate <i>(for Otsego County qualified notaries)</i>	\$3.00
County Clerk Issued Certificate	\$5.00
Official Character File	\$5.00
Official Character Issue	\$3.00

Oath of Office

Original Filing	No Fee
-----------------	--------

Federal Tax Lien

Original Filing	\$40.00
Release of Federal Tax Lien	\$40.00
Copy of Federal Tax Lien	\$5.00

Mechanics Lien

Original Filing	\$15.00
Affidavit of Service of Mechanics Lien	\$5.00
Extension Filing	No Fee
Satisfaction Filing	No Fee

Lis Pendens	\$35.00
--------------------	---------

SCAR Petition *Small Claims Assessment Review*

Original Filing	\$30.00
-----------------	---------

Filing

Supreme Court Civil Filings

we are a mandatory E-filing county

Index Number	\$210.00
Index Number for Foreclosure Action	\$400.00
RJI <i>Request for Judicial Intervention</i>	\$95.00
Note of Issue w/o Jury	\$30.00
Note of Issue w/ Jury	\$95.00
Motion/Cross Motion	\$45.00
Notice of Appeal	\$65.00
Stipulation of Settlement/Discontinue	\$35.00
Separation Agreement	Please call for fees
Certificate of Dissolution <i>Matrimonial</i>	\$5.00
Judgment	\$45.00
Judgment Satisfaction	No Fee
Transcript of Judgment	\$10.00
Income/Property Execution <i>Filing & 5 copies</i>	\$12.00
Issue Certificate of Disposition	\$5.00
Transcription Satisfaction	No Fee
Exemplified Judgment	\$15.00
Abstract of Judgment	\$40.00

Copy Charges

Unless otherwise stated above ALL copy charges are as follows

Land Documents on Computer	\$0.50 <i>per page</i>
Land Documents on Computer Certified	\$5.00 + \$.50 <i>per page</i>
Land Documents NOT on Computer	\$1.00 <i>per page</i>
Land Documents NOT on Computer Certified	\$5.00 + \$ 1.00 <i>per page</i>
Civil Docket Items	\$0.65 <i>per page</i>
Civil Docket Items Certified	\$5.00 + \$.65 <i>per page</i>
Civil Docket Items Signed by Judge	\$5.00 + \$.65 <i>per page</i>

(ex: Judgment of Divorce, Name Change Order, QDRO, etc)

Recording Requirements:

- 1 - We do not accept personal checks
- 2 - All papers presented for recording MUST be clean and legible
- 3 - A 3x1" space on top or bottom of first page of document for recording information
- 4 - A SASE (self addressed stamped envelope) is required for the return of documents