

Cass County Clerk
Schedule of Fees
 (Effective 01/01/2019)

GENERAL RECORDING FEES

Minimum fee for recording a standard real estate document	\$ 70.00
Minimum fee for recording a standard document not subject to the RHSP Surcharge.....	\$ 60.00
Minimum fee for recording a nonstandard real estate document	\$ 82.00
Plat Surveys (up to 11" x 17").....	\$ 70.00
<i>(Submit original [to be retained by the recorder] and three copies [no larger than 11" x 17"])</i>	
Plat Survey of a Subdivision (30" x 36" max).....	\$ 105.00
<i>(Submit original [to be retained by the recorder] and three copies [no larger than 11" x 17"])</i>	
Real Estate Transfer Tax for Cass County (per \$500 on applicable deeds).....	\$ 0.25
Real Estate Transfer Tax for Illinois (per \$500 on applicable deeds).....	\$ 0.50

SPECIFIC CUSTOMER RECORDING FEES

Illinois Department of Healthcare and Family Services.....	\$ 18.00
Illinois Department of Healthcare and Family Services - Child Support.....	\$ 8.00
Illinois Attorney General.....	\$ 11.00
Illinois Secretary of State.....	\$ 18.00
Illinois Department of Revenue (one name).....	\$ 11.00
Illinois Department of Revenue (two names).....	\$ 12.00
Internal Revenue Service (one name).....	\$ 8.00
Internal Revenue Service (two names).....	\$ 9.00
Illinois Department of Employment Security (one name).....	\$ 11.00
Illinois Department of Employment Security (two names).....	\$ 12.00
Municipalities or Utilities - No RSHP Fee.....	\$ 60.00
Municipal Ordinances/Annexation/Vacation/Etc - No charge.....	\$ -

STANDARD DOCUMENT (per 55 ILCS 5/3-5018):

- Individual sheets measuring 8.5" x 11", not permanently bound and not a continuous form
- Legibly printed in black ink by hand, type, or computer
- White paper of at least 20 pound weight
- At least 1/2" margin on top, bottom and each side
- First page contains 3" x 5" blank space in upper right corner
- No attachments stapled or otherwise affixed to any page

NONSTANDARD DOCUMENT (per 55 ILCS 5/3-5018.1):

- Creates a division of an existing tax parcel identification number
- A document recorded pursuant to the Uniform Commercial Code
- Does not conform to 55 ILCS 5/3-5018 paragraphs 1-5 (as shown under "Standard Document" to the left of this section.)
- A state lien or a federal lien
- A document making specific reference to more than 5 tax parcel identification numbers in the county in which it is presented for recording
- A document making specific reference to more than 5 other document numbers recorded in the county in which it is presented for recording