

Cass County Clerk Schedule of Fees

GENERAL RECORDING FEES

Minimum fee for recording a standard real estate document	\$ 79.00
Minimum fee for recording a standard document not subject to the RHSP Surcharge.....	\$ 60.00
Minimum fee for recording a nonstandard real estate document	\$ 91.00
Plat Surveys (up to 8.5" x 14") (larger survey cost to be determined by size).....	\$ 79.00
<i>(Submit original and three copies [to be retained by recorder])</i>	
Plat Survey of a Subdivision (30" x 36" max).....	\$ 105.00
<i>(Submit original and three copies [to be retained by recorder])</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

VITAL RECORDS

Birth/Marriage Record (first certified copy).....	\$ 15.00
Birth/Marriage Record (each additional certified copy after the first).....	\$ 5.00
Genealogical Birth/Marriage Record(more that 75 yrs old).....	\$ 5.00
Death Record (first certified copy).....	\$ 19.00
Death Record (each additional certified copy after the first).....	\$ 9.00
Genealogical Death Record(more that 20 yrs old).....	\$ 9.00
Genealogical Search (each additional name after the first two).....	\$ 2.00
Application for a Marriage License/Civil Union.....	\$ 40.00

MISCELLANEOUS OFFICE FEES

Photocopies of recorded documents made by customers (per page).....	\$ 0.25
Photocopies of recorded documents made by the staff (per page).....	\$ 1.25
Photocopies of documents not related to recording (per page).....	\$ 0.25
Fax fee (per page).....	\$ 2.00
Email fee (per page).....	\$ 1.25
Assumed name filing (payable to the County Clerk).....	\$ 15.00
Assumed name filing (payable to the Cass County Star-Gazette).....	\$ 202.50
Estoppel (Verifying Signature).....	\$ 25.00
Liquor License (\$25 Clerk fee/\$1000 License fee).....	\$ 1,025.00
Plat Book - 2003.....	\$ 10.00
County Maps.....	\$ 2.95

Shelly Wessel
Cass County Clerk & Recorder
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Virginia, IL 62691

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Phone: (217) 452-2277 Ext. 4
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Email: countyclerk@co.cass.il.us

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 Secretary of State.....	\$ 18.00
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 - Liens/Mortgages/Deeds/Etc - No RSHP Fee.....	\$ 60.00
Municipal Ordinances/Annexation/Vacation/Etc - No charge.....	\$ -