Stone County Recorder of Deeds Rejection Form (8-28-26)

Date:_____Deputy Name:_____

•GENERAL DOCUMENT REQUIREMENTS

□ Need correct fee of $_____

Recording fees are $26 for the first page (effective 8-28-2026) and $3.00 for each page thereafter. (RSMo 59.320; 59.320;59.310; 59.319; 59.800; 50.1190)

□ Name(s) not typed or printed under any signature(s) pertains to notaries as well (RSMo 59.310)

□ Print must be at least 8 point type and legible to be reproduced from record. (RSMo 59.310)

□ Lacks address of Grantee (RSMo 59.330)

□ Lacks address of Mortgagee or Assignee (RSMo 443.035.3)

□ Lacks legal description (RSMo 59.330)

□ Needs corporate seal (RSMo 442.210.2); if no seal, so state on document

□ Seals should not cover any text or signatures

•NOTARY REQUIREMENTS

□ Lacks notary signature (RSMo 486.725 RSMo 486.1170)

□ Lacks notary seal (RSMo 486.725 RSMo 486.1170)

•DOCUMENT FORMATTING REQUIREMENTS - Effective January 1,2002 (RSMo 59.310)

SIZE AND INK

□ Document not submitted on 8 1/2' x 11" paper

□ Document not submitted on white, light-colored 20# paper without watermarks

□ Document not printed on only one side

□ Document may not be presented as a continuous form or permanently bound

□ Signatures must be in black or dark ink

ATTACHMENTS

□ Attachments may not be stapled or taped to page(s) of the document other than as required by law

MARGINS

□ Document does not contain a top 3" vertical space on the first page for recorder's certification

□ Unauthorized printing or information within 3" recorder's certification space

□ Remaining margins on first and subsequent pages are less than ¾"

FIRST PAGE DESIGNATIONS BELOW THE 3" MARGIN

One or more of the following are omitted from the first page of the document or lack a page reference within the document where the information is set out

□ Title of Document

□ Date of Document

□ Grantor's name(s) for indexing purposes, must designate

□ Grantor's marital status (effective 8/28/22)

□ Grantee's name(s) for indexing purposes, must designate

□ Statutory address(es)

□ Legal Description

□ Reference book and page(s)

□ Non-Standard: Documents that meet the statutory requirements, but do not meet the formatting standards above require an additional $25 per document penalty over and above the recording fee

• RELEASE DEEDS

□ Must present original identified note to release deeds of trust recorded prior to January 1, 1986 (RSMo.443.060) If original note lost, must attach affidavits of lost note by maker and beneficiary

• OTHER

□ Wrong County

Recorder of Deeds 108 A East Fourth Street, PO Box 186 Galena MO 65656
417-357-6362 Stoneco-mo.us