

**PHOTOCOPIES:**

- Per page (in person)..... \$0.25
- Per page (mail/email)..... \$1.00
- Certified Copies..... +\$1.50 per document
- Map..... \$5.00 per sheet

**REALTY TRANSFER TAX:**

- The 1% State Realty Transfer Tax and 1% Local Realty Transfer Tax are due at the time of recording. The Realty Transfer Tax and recording fee may be combined in one check.
- Statements of Value must accompany all transfers not paying a full transfer tax or stating the full consideration, or transfers claiming an exemption (except for a family exemption which must be clearly stated on the document).
- All taxable documents with property in more than one municipality must contain a signed statement clearly stating the percentage of Local Realty Transfer Tax to be paid to each municipality.

**PAYMENTS:**

- Cash, checks, money orders, and credit cards (Visa, Mastercard, Discover) accepted. Credit cards are accepted for **recording fees ONLY**. Credit cards may **NOT** be used for the payment of Realty Transfer Tax. There is a 2.5% credit card company service fee (\$2.00 minimum).
- Make all checks and money orders payable to "Recorder of Deeds" – blank checks are NOT accepted. All checks must include the account holder's address.
- Any overpayments of \$10.00 or less will be forfeited. If the check is over by more than \$10.00, the document(s) will be rejected and a \$10.00 rejection fee will be charged for documents received by mail. Overpayments will not be refunded.

\*\*A stamped, self-addressed envelope of sufficient size and postage must accompany all documents in order for the document to be returned or a \$3.00 per document mail back fee will be applied.

**eRECORDING**

Documents can be electronically recorded through one of our eRecording vendors:  
 Simplifile – [www.simplifile.com](http://www.simplifile.com)  
 CSC – [www.erecording.com](http://www.erecording.com)  
 ePN – [www.erecordingpartners.net](http://www.erecordingpartners.net)

Search records online at **[www.landex.com](http://www.landex.com)**

**HOURS OF OPERATION:**

8:00 AM to 4:30 PM Monday-Friday

**GIS PIN Certification**

8:00 AM to 3:45 PM

Our office is closed on all major holidays and/or as directed by the President Judge of the Court of Common Pleas.

**CONTACT:**

Recorder of Deeds Division  
 Lehigh County Courthouse  
 455 W Hamilton St., Room 122  
 Allentown, PA 18101-1614

Phone: 610-782-3162  
 Fax: 610-871-2895

*Our staff is not authorized to conduct a search or provide research for you. Please contact a title company. We are not authorized to provide legal advice or opinions. Please seek legal counsel regarding any questions concerning a document or the legality of its content.*

---



---

**Lehigh County  
 Clerk of Judicial  
 Records**



**Recorder of Deeds  
 Division**

**Fee Schedule**

**Michelle Graupner,  
 Clerk of Judicial Records**

**Lehigh County Courthouse  
 455 W Hamilton St., Room 122  
 Allentown, PA 18101-1614**

**[www.lehighcounty.org](http://www.lehighcounty.org)**

**FEE SCHEDULE**  
**Recorder of Deeds Division**  
**Lehigh County, PA**

*Effective January 1, 2024*

**The fees below include a maximum of 4 pages, 4 names, and 1 PIN certification unless otherwise noted.**

**\*Includes 1 electronic notation**

**Each Additional Page..... \$2.00**  
**Each Additional Name..... \$0.50**  
**Each Additional PIN..... \$10.00**  
**Each Electronic Notation..... \$2.00**

**MORTGAGES & RELATED DOCUMENTS**

Mortgage.....\$80.25  
Satisfaction Piece..... \$70.75\*  
Amendment of Mortgage..... \$30.50\*  
Assignment of Mortgage..... \$70.75\*  
Assignment of Rents & Leases.....\$28.50  
Assumption of Mortgage.....\$30.50\*  
Extension.....\$30.50\*  
Modification of Mortgage..... \$30.50\*  
Postponement of Mortgage..... \$30.50\*  
Release of Mortgage.....\$70.75\*  
Rider.....\$30.50\*  
Stipulation of General Mortgage..... \$18.50  
(Additional fee if PIN Certification is required)  
Subordination of Mortgage.....\$30.50\*  
Termination of Assignment of Mortgage.....\$70.75\*

**DEEDS**

Deeds (all types).....\$80.25  
Deed of Dedication.....\$68.75  
Quiet Title Action..... \$28.50

**OTHER REAL ESTATE**

Amendment.....\$30.50\*  
Assignment.....\$30.50\*  
Assignment of Easement..... \$70.75\*  
Assignment of Lease..... \$70.75\*  
Assumption.....\$30.50\*  
Covenant Act 515.....\$33.00  
(no fee for additional pages or names)  
Declaration..... \$28.50  
Declaration of Acquisition..... \$28.50  
Dedication.....\$28.50  
Easement.....\$68.75  
Installment Sales Agreement.....\$68.75  
Lease (over 30 years).....\$58.75  
License.....\$28.50  
Memorandum without RTT.....\$28.50  
Memorandum with RTT..... \$68.75  
Modification.....\$30.50\*  
Notice..... \$28.50  
Ordinance.....\$28.50  
Preferential Assessment Act 319.....\$33.00  
(no fee for additional pages or names)  
Release.....\$30.50\*  
Right of First Refusal.....\$28.50  
Right-of-Way.....\$68.75  
Satisfaction.....\$30.50\*  
Subordination..... \$30.50\*  
Termination.....\$30.50\*

**MAPS/PLANS** (no fee for additional names)

Agricultural Security Area, Development,  
Right-of-Way, Stormwater Management,  
Subdivision, Survey..... First page \$35.00  
Each additional page \$25.00  
Condo..... First page \$40.00  
Each additional page \$25.00  
Highway, Mining, Railroad..... First page \$15.00  
Each additional page \$3.00  
Map Proof of Recording.....\$1.50 each sheet

**MISCELLANEOUS DOCUMENTS**

Affidavit.....\$28.50  
Agreement.....\$28.50  
Agricultural Security Area Ordinance.....\$28.50  
Certificate.....\$28.50  
Consent.....\$28.50  
Highway Occupancy Permit.....\$28.50  
Miscellaneous.....\$28.50  
Name Change/Merger.....\$28.50  
Order.....\$28.50  
Power of Attorney..... \$18.50  
(Additional fee if PIN Certification is required)  
Praeipice.....\$28.50  
Resolution.....\$28.50  
Revocation.....\$28.50  
Revocation of Power of Attorney.....\$30.50\*  
Vacation.....\$28.50  
Waiver.....\$28.50

**Financing Statements/Secured Transactions**

UCC1, UCC3, & UCC5.....\$110.00  
(no fee for additional pages, names, or notations)

**MILITARY DISCHARGE (DD-214)..... FREE**

**COMMISSIONS**

Notary Bond & Commission.....\$33.50  
Notary Signature Registration Civil Fee.....\$4.00  
Notary Name or Address Change.....\$18.50  
(Contact the PA Dept of State for requirements)  
Police Commission.....\$18.50

**MISCELLANEOUS FEES**

Mail Back Fee..... \$3.00 per document  
Email Fee..... \$3.00 per document  
Overpayments..... \$10.00 or less will be forfeited  
Rejection Fee..... \$10.00 each time a doc is rejected  
Return Check Fee.....\$20.00

*When no fee is specified, the fee shall be set by the Recorder of Deeds*