

CONSOLIDATED REJECTION SHEET

Grant County Assessor
401 South Adams Street
Suite 528
Marion, IN 46953
rwylie@grantcounty.net

Grant County Auditor
401 South Adams Street
Suite 222
Marion, IN 46953
ahaisley@grantcounty.net

Grant County Recorder
401 South Adams Street
Suite 334
Marion, IN 46953
pdickerson@grantcounty.net

County Assessor's Rejection
Date
Sales disclosure Form Information Complete Incomplete
Refer to highlighted items on Sales Disclosure Form to be corrected.
Comments

County Auditor's Rejection
Date
Transfer Fee - \$5.00 per Parcel Number
Sales Disclosure Fee - \$10.00 per Disclosure Form Non-exempt Transaction, \$0.00 Exempt Transaction plus transfer fee of \$5
Parcel Numbers
Incorrect Grantor Incorrect Legal Description Absence of Legal Description
Incorrect Fees Check for exact amount, separate from Recorder's Fees
Exempt Transactions - Parcel #'s transferred X \$5.00 each=
Non-Exempt Transactions - Parcels #'s transferred X \$5.00 each + Sales Disclosures X \$10.00 =
Sales disclosure tax billing address does not match Deed, both need to be the same
Comments

County Recorder's Rejection
Date
Your document is being returned to you pursuant to the reasons and Indiana State Statutes listed below.
Incorrect fee - FEE should be \$ (IC 36-2-7-10)
Fee/Document not included
Separate check for Auditor's fees
Person's name who prepared document (IC 36-2-11-15)
Typed or printed name under ALL signatures (IC 36-2-11-16)
Legal Description missing/illegible
Easement must reference last deed or plat. (IC 32-23-1-4-)
Signature missing on document/check
Signature(s) must be notarized (IC 36-2-11-16)
Notary information incomplete (IC 36-2-11-16)
Company name and official title at signature point. (IC 32-29-5-1)
Instrument reference number incorrect/missing
Parties name(s) missing from document
Document does not meet statutory format Standards. Non conforming documents will be Charged an additional \$1.00 per page that does not conform (see back of this page) (IC 36-2-11-16)
Poor quality document - will not digitally image (IC 36-2-11-16 & 16.5)
Font type must be 10point or larger (IC 36-2-11-16 & 16.5)
Real Estate not located in Grant County
Affidavit Lost/Missing document cannot be used to release or assign. Must provide recordable release/ assignment. (Per legal counsel)
Clear 2" margin, top & bottom, first & last page. (IC 36-2-11-16 & 16.5)
Social Security number must be removed (IC 36-2-7-5-4)
Document must contain Affirmation Statement. "I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. (IC 36-2-11-15) (printed name)"
Self Addressed STAMPED envelope needed to return recorded documents.
Power Of Attorney number at signature point (IC 30-5-3-3)
Comment(s)

Returning Document(s) check(s)

OVER