

Recording Requirements

In order to record a document in the office of the Register of Deeds, the document will need to be prepared, executed, and notarized prior to recording. Our office is strictly prohibited by NC General Statutes from giving legal advice or preparing deeds or other documents. You may seek the advice of an attorney for any legal questions and preparation of documents.

Before a deed or deed of trust prepared in North Carolina may be recorded, it must reflect the name of the draftsman on the first page, which may be either the name of a law firm or the name of an individual. The first page should contain a "Return to" name and address along with a self addressed stamped envelope. Deeds must contain the grantees mailing address for the Tax department. The excise or revenue stamp must be reflected on the front of a Deed. The calculation of excise tax is \$2.00 per \$1,000.00 or \$1.00 for each \$500.00 or a fraction thereof the purchase price of the property. The excise or revenue stamp must be included with the filing fee. Please [click here](#) for recording fees.

Other recording requirements include Recording Standards. [Click here](#) for information regarding recording standards for all documents.