

From the office of
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**LB 254 - Provide New Requirements for Instruments recorded in
the Office of Register of Deeds
Effective August 27, 2011**

Recording Space Requirements: 3" X 8 1/2" on top of page 1

- Shall contain a **Blank Space at the top of the first page which is at least 3 inches** "No attachment or affirmation shall be used in any way to cover any information or printed material on the instrument."
- Example, Nothing may be taped or attached to an instrument.
- Every Instrument presented for recording shall have on the first page **BELOW the 3 inch margin a return Address and the Title of the Document**

Margin Requirements: 1" on both vertical sides, and 1" on the bottom. This applies throughout the document.

Instrument Requirements:

- At least 8 1/2" X 11", and no larger than 8 1/2" X 14"
- Shall be printed, typewritten or computer generated in Black Ink
- White paper, of not less than 20lb. weight
- Must be legible
- Each Signatures on an instrument shall be in black or dark blue ink
- Names of each party shall be typed, printed, or stamped beneath the original signature.
- Stamps shall not cover or interfere with any part of the instrument.

Exceptions to the rule:

- Instruments signed before the effective date of this bill (August 27, 2011)
- Instruments executed outside of the U. S.
- Certified copies from governmental agencies (Death Certificates)
- Instruments signed by an incapacitated or deceased person at the time of recording.
- Instruments formatted to meet court requirements
- State & Federal Tax Liens
- UCC Instruments
- Plats, Surveys, etc.