



## Document Bulletin for Town of Portland, CT

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Town of Portland, CT is now electronically recording documents through CSC.

Available documents and required fields are listed in the attached table.

If this county has not been added to your drop down list and/or you would like to e-Record in this county, please contact your CSC representative.

**General Requirements for all documents:**

- 3/4-inch margin at the top of first page and on the top, sides and bottom of each page
- Letter and Legal sized documents accepted.
- 200 DPI accepted for documents
- Recording Hours: M-F, 8:00 AM to 4:30 PM
- Deeds are not currently available for eRecording

Document Type	Required Indexing and Attachment
Affidavit	Grantor/Grantee
Assignment	
Certificate	
Contract	
CovenantsAndRestrictions	
Declaration	
Disclaimer	
Easement	
ForeclosureRegisBook	
ForeclosureRegisForms	
Judgment	
Lease	
Lien	
LienRelease	
Merger	
MERSRecOther	
MERSReleaseAssignments	
Modification	
Mortgage	
Notice	
Order	
PartialAssignment	
PartialRelease	
PowerOfAttorney	
ProbateCert	
Release	
ReleaseOfSewerLien	
Restrictions	
RightofFirstRefusal	
RightOfWayAgreement	
SewerLien	
SubordinationAgreement	
Termination	
UCCFinancingStatement	
Variance	
Waiver	