



Document Bulletin for Henry, OH

Henry, OH 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” top margin required on first page, 1 inch on sides and bottom; subsequent pages - 1” on all sides
- Letter and Legal sized documents accepted
- 300 DPI accepted for documents.
- Recording hours are M-F, 8:30 AM to 4:00 PM (submit documents any time)

Document Type	Required Indexing and Attachment
ADMINISTRATIVE DEED AFFIDAVIT OF LEASE AFFIDAVIT OF TRUST AFFIDAVIT AGREEMENT AMEND ASSIGN OF MORTGAGE AMEDEMMENT AMENDMENT OF LEASE AMENDMENT OF MORTGAGE ANNEXATION ASSIGN OF RENTS & LEASES ASSIGNMENT MORTGAGE ASSIGNMENT OF ASSIGNMENT OF RENTS & LEASES ASSIGNMENT OF EASEMENT ASSIGNMENT OF LEASE ASSIGNMENT AUDITOR DEED BILL OF SALE CANCELLATION AGREEMENT CANCELLATION OF CORPORATION CERTIFICATE OF TRANSFER CERTIFICATE OF TRUST CERTIFICATE CHILD SUPPORT LIEN CHILD SUPPORT RELEASE CONDOMINIUM CONFIRMATION AFFIDAVIT CONSENT CONTINUE OHIO BUREAU WORKERS COMP COURT MORTGAGE RELEASE DECLARATION DEED DIRECTOR DEED DISCHARGE FEDERAL TAX LIEN DISCLAIMER DURABLE POA & LIVING WILL DURABLE POWER OF ATTORNEY EASEMENT EXECUTOR DEED FEDERAL LIEN	No Indexing Requirements

FEDERAL TAX LIEN
FEDERAL WITHDRAWAL
FIDUCIARY DEED
FINANCING STATEMENT AMENDMENT
FINANCING STATEMENT ASSIGN
FINANCING STATEMENT CONTINUATION
FINANCING STATEMENT TERMINATION
FINANCING STATEMENT WAIVER
FINANCING STATEMENT
JUDGEMENT ENTRY
LAND CONTRACT AMENDMENT
LAND CONTRACT ASSIGNMENT
LAND CONTRACT EXTENSION
LAND CONTRACT
LEASE EXTENSION
LEASE
LIEN
MASTER MORTGAGE
MECHANICS LIEN RELEASE
MECHANICS LIEN
MEMORANDUM OF LEASE
MEMORANDUM OF TRUST
MERGER
MILITRAY POWER OF ATTORNEY
MISCELLANEOUS RELEASE
MISCELLANEOUS
MODIFICATION OF MORTGAGE
MORTGAGE ADDENDUM
MORTGAGE EXTENSION
MORTGAGE SUPPLEMENT
MORTGAGE
NOTICE OF COMMENCEMENT LEASE
NOTICE OF COMMENCEMENT
NOTICE OF
OHIO BUREAU OF WORKERS COMP
OHIO DEPART OF JOB & FAMILY
OPTION
ORDINANCE
PART RELEASE AFFIDAVIT
PART RELEASE FED TAX LIEN
PART RELEASE FINANCING STATEMENT
PART RELEASE JOB & FAMILY LIEN
PART RELEASE LAND CONTRACT
PART RELEASE MORTGAGE
PART RELEASE OF LEASE
PART RELEASE OHIO BUREAU OF WORKERS COMP
LIEN
POWER OF ATTORNEY
QUIT CLAIM DEED
RATIFICATION OF PLAT
RECOGNIZANCE LIEN
RELEASE AFFIDAVIT
RELEASE ASSIGNMENT
RELEASE EASEMENT
RELEASE MODIFICATION OF MORTGAGE
RELEASE OF ASSIGNMENT OF RENTS
RELEASE OF FEDERAL TAX LIEN
RELEASE OF FIRST RIGHT OF REFUSAL
RELEASE OF LAND CONTRACT
RELEASE OF LEASE
RELEASE OF LIEN
RELEASE OF MORTGAGE
RELEASE OF RECOGNIZANCE LIEN
RELEASE OF RESTRICITIONS
RELEASE OHIO BUREAU WORKERS COMP LIEN
RENEWAL OHIO DEPART JOB & FAMILY LIEN
RESOLUTION

RESTRICTION RESTRICTIVE COVENANT REVOCABLE POWER OF ATTORNEY RIGHT OF FIRST REFUSAL SHERIFF DEED SUBORDINATION OF LAND CONTRACT SUBORDINATION OF LEASE SUBORDINATION OF MORTGAGE SURVIVORSHIP DEED TERMINATION OF LEASE TERMINATION OF TRUST TRANSFER ON DEATH AFFIDAVIT TRUST AGREEMENT TRUST AMENDMENT TRUSTEE DEED WAIVER OF OPTION WAIVER OF PRIORITY WARRANTY DEED ZONING AMENDMENT ZONING RESOLUTION	
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