

Madison County Clerk's Office

Schedule of Fees

If you need items returned to you, you must supply a self-addressed, stamped envelope.

Deeds

First page – this fee includes the cover sheet charge	\$50.00
Each additional page	\$5.00
Transfer tax	\$4.00 per thousand
Cross reference – the books/pages must be printed on the document	\$0.50 per notation
TP584	\$5.00
TP584-1	\$1.00
RP5217	\$125.00 residential/agricultural \$250.00 all others

Mortgages

First page – this fee includes the cover sheet charge	\$50.00
Each additional page	\$5.00
Cross reference – the books/pages must be printed on the document	\$0.50 per notation
Mortgage Tax	$\frac{3}{4}$ of 1%
Mortgage tax exemption affidavits – need an original and a copy	\$5.00
Discharge – first page (this fee includes the cover sheet charge)	\$50.50
Each additional page	\$5.00
Any additional mortgages being discharged will be charged at the stated rate	
Assignment & Release – first page (this fee includes the cover sheet charge)	\$50.50
Each additional page	\$5.00

**Civil Actions
Supreme & County Courts**

Index numbers for actions or proceedings	\$210.00
Request for Judicial Intervention (RJI)	\$95.00
Note of Issue	\$30.00
Jury Demand	\$65.00
Notice of Appeal	\$65.00
Motion or Cross-Motion	\$45.00
Stipulation of Settlement	\$35.00
Voluntary Discontinuance	\$35.00
Default Judgment	\$45.00
Index number application for foreclosure	\$400.00

Filing Fee

Filing fee without index number	\$5.00
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Lis Pendens or Notice of Attachment for Real Property

File & record with index number	\$35.00
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Business Certificates (DBAs)

Filing fee	\$25.00
Amendment	\$25.00
Discontinuance	No fee
Certified copy	\$5.00

Copies

Per page, land records	\$0.65
Per page, other records	\$1.00
To certify	\$5.00 per document
To prepare & certify per page	
Minimum	\$5.00
Plus per page	\$1.00
Exemplified plus certified	\$15.00

Searches

Court records	\$5.00 per name every five years
All other records including informal searches, DBA, Corporations, census and marriage records.	\$5.00 per name every five years

Liens

Building & Loan Agreement filing	\$25.00
Discharge of Building & Loan Agreement	\$5.00
Federal Tax Lien filing or termination	\$40.00
Mechanics/Consensual Lien filing/amending	\$15.00
Affidavit of Service	\$5.00
Satisfy/cancel	No fee
Notice of Lending filing	\$15.00
Notice of Lending – satisfaction/cancellation	No fee

Passport

Passport Book, ages 16 and over	\$110.00 US Dept. of State	\$25.00 Madison County Clerk
Passport Book, under 16	\$80.00 US Dept. of State	\$25.00 Madison County Clerk
Passport Card, ages 16 and over	\$30.00 US Dept. of State	\$25.00 Madison County Clerk
Passport Card, under 16	\$15.00 US Dept. of State	\$25.00 Madison County Clerk
Expediting service (presently not available for Passport Card)	Additional \$60.00	
Overnight mailing to US Dept. of State	Check with local Post Office for current rates	

Pistol Permits – call Sheriff’s Department at (315) 366-2406

File	\$5.00
Transfer fee	\$5.00

Notary Public

Notary Renewal	\$60.00
Certificate of Official Character	\$5.00
Certificate of Authenticity	\$3.00

Small Claims Assessment Review (SCAR)

Filing fee	\$30.00
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Judgments

File Transcript of Judgment	\$10.00
Issue Transcript	\$5.00
Issue Certificate of Disposition	\$5.00

Uniform Commercial Code (UCC)

Note: Must file original and copy	
UCC-1 & UCC-3 attached to real estate	\$40.00
Search per name	\$25.00
Copies	\$5.00

Maps

Filing fee	\$10.00
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