

HAMILTON COUNTY CLERK'S OFFICE  
102 County View Drive, PO Box 204  
Lake Pleasant, NY 12108-0204  
518-548-7111  
518-548-9740 (Fax)

**For deeds, mortgages, discharges, assignments, miscellaneous records, release of lien of estate tax, and Adirondack Park Agency permits.**

For all recorded documents:

Base fee for document \$45.00 plus \$5.00 for each and every page - cover page included in page count.

- Each additional name over two total on document: \$0.50
- Each cross reference: \$0.50

TP—584 Form: \$5.00 (all grantors/grantees must sign)

RP—5217 Form: \$125.00 or \$250.00 depending upon type of property conveyed

Transfer Tax based on \$4.00 per thousand of consideration (under \$500.00, no tax due). There is a chart available for this.

Out-of-state sellers, fee interest: individuals, estates, and trusts require IT—2663 (form is year specific). Checks must be made payable to NY State Income Tax.

Mortgage Tax Rate (total tax 1%)

- Basic tax: \$0.50 per \$100 to the nearest 100th
- Special additional tax: \$0.25 per \$100 to the nearest 100th
- Hamilton County tax: \$0.25 per \$100 to the nearest 100th

Mortgage Tax Affidavit (section 253/255): \$5.00 in duplicate

Other Miscellaneous Documents:

- Building and loan agreement: \$25.00
- Notice of Lending: \$15.00
- UCC 1 Filings (against real property only): \$40.00
- File Survey Map: \$10.00 (original mylar and one paper copy)  
Subdivision maps require tax certification and may require APA, Health Department, and Town Planning Board approval before filing.

—continued on next page—

- Mechanic's Lien: \$15.00- Affidavit of Service: \$5.00
- File Judgement: \$10.00
- Issue Transcript: \$5.00
- File Satisfaction - no fee

- Copy fees: pre-payment required, \$0.65 per page, \$1.30 minimum
- Certified copy fees: prepare and certify, \$1.00 per page, \$5.00 minimum
  - Certify only: \$0.65 per page, \$5.20 minimum
- Will fax an additional \$1.00 fee plus copies - 10 page minimum

**Any document that makes reference to a survey, map, or plot in the description, that map must either already be on file, or offered for filing, otherwise the papers will be rejected.**

**Please be sure documents are originals and legible (unreadable items will be rejected).**

**Fax copies will not be accepted.**

**Hamilton County does not offer refunds.**