

Jane S. Zarecki
County Clerk

Heather A. Farber
Deputy County Clerk



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HAMILTON COUNTY CLERK'S OFFICE

518-548-7111
518-548-9740 (fax)

Quick Fee Sheet 2023

For Deeds, Mortgages, Discharges, Assignments, Miscellaneous Records, Release of Lien of Estate Tax, Adirondack Park Agency Permits

BASE FEE FOR DOCUMENT \$45.00 PLUS \$5.00 for EACH AND EVERY PAGE , .50 CENTS EACH ADDITIONAL NAME OVER TWO TOTAL, .50 CENTS FOR EACH CROSS REFERENCE. COVER PAGE AUTOMATICALLY GENERATED AND INCLUDED IN BASE FEE ABOVE.

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

RP-5217 Form \$125.00 or \$250.00 depending upon type of property conveyed. PDF Version only. At least one signature of buyer and seller required)

Transfer Tax based on \$4.00 per thousand of consideration. (Under \$500.00 no tax due)

Out of state sellers: fee interest: individuals, estates, trusts require IT-2663.
FORM IS YEAR SPECIFIC
(Check must be made payable to NY State Income Tax)

Any fee conveyance grantor/grantee of residential property from or to an LLC requires attachment listing ownership back to a natural person.

As of June 2019, e-recording is available through our e-recording partners: Simplifile, EPN - E-Recording Partners, CSC and Indecomm. Please see their websites for how to enroll.

Effective March 11, 2020
Amendment to Section 291 Real Property Law

For all residential property deed transfers, additional \$10.00 fee will be required for any conveyance on or after March 11, 2020. This is in addition to normal recording fees. (Does not apply to vacant or commercial land)

Total Mortgage Tax 1%
Basic Tax .50 cents per \$100 the nearest 100th
Special Additional Tax .25 cents per \$100 to the nearest 100th
Hamilton County Tax .25 cents per \$100 to the nearest 100th
NO \$25.00 Deduction

Mortgage Tax Affidavit (section 253/255) \$5.00.

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.
(Review your documents carefully – unreadable items will be rejected)

Fax Copies Will Not Be Accepted.

Hamilton County Does Not Give Refunds!!

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. Towns of Inlet, Indian Lake, Lake Pleasant, Arietta and Village of Speculator all have planning boards with subdivision authority.
Mechanic's Lien \$15.00 – Affidavit of Service \$5.00
File Judgment \$10.00, Issue Transcript \$5.00, File Satisfaction – No Fee

Copy fees: Prepayment Required - .65 cents per page, \$1.30 minimum.
Certified copy fees - prepare and certify - \$1.00 per page, \$5.00 minimum
Certify only .65 cents per page, \$5.20 minimum
*Will fax for an additional \$1.00 fee plus copies – 10 PAGE MAXIMUM

As of October 21, 2020, per executive order e-filing of court papers will be required. Please check NYSCEF to see what may be exempt from e-filing.

Court Fees

Index Number \$210.00
Foreclosure Index Number \$400.00
Lis Pendens \$35.00
Request for Judicial Intervention \$95.00
Note of Issue and RJJ together \$125.00
SCAR Petition \$30.00
Notice of Appeal \$65.00
File Motion or Cross Motion \$45.00
Stipulation of Settlement/Voluntary Discontinuance \$35.00
Default Judgment \$45.00
File Matrimonial Stipulation of Settlement/Agreement \$35.00 in Open Case
File Matrimonial Stipulation of Settlement/Agreement \$5.00 No Case
File Certificate of Dissolution \$ 5.00