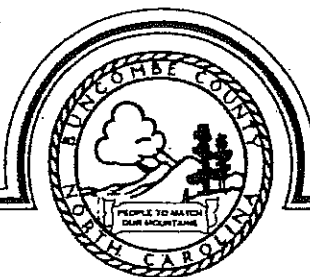


Register of Deeds



Buncombe County

OTTO W. DEBRUHL

Register of Deeds
Buncombe County

60 COURT PLAZA
ASHEVILLE, N.C. 28801-3563

PHONE (828) 250-4300 FAX (828) 255-5829
E-MAIL register.of.deeds@buncombecounty.org

TO: WHOM IT MAY CONCERN
FROM: OTTO W DEBRUHL
DATE: FEBRUARY 27 2002
SUBJECT: CHANGE IN RECORDING STANDARDS

Effective July 1, 2002 – significant changes to N.C. G.S. 161-14 will take place.

These changes apply to instruments executed on or after July 1, 2002.
To be recorded, they must meet all of the following requirements:

PAPER: Minimum size – 8 ½ X 11 inches
Maximum size – 8 ½ x 14 inches

MINIMUM MARGINS: A blank margin of three (3) inches across the top of the 1st page.
A blank margin of ½ inch on the remaining three sides of the 1st page and a margin of ½ inch on all sides of additional pages

TYPE: Black type or print on white paper

Be legible 10 Point Font or Larger

Text on only one (1) side of the paper

State type of Instrument at the top of the 1st page

NOTE: ANY DOCUMENT NOT MEETING THE ABOVE STANDARDS
MAY BE RECORDED FOR A FEE OF \$25.00 PLUS THE
REGULAR RECORDING FEE.

If you have further questions please feel free to call me
NOTE: FYI - ALSO NEEDED ON THE 1ST PAGE OF THE DOCUMENT, BELOW THE 3" TOP BLANK MARGIN IS THE FOLLOWING: A NAME AND ADDRESS OF THE PERSON WHO PREPARED THE DOCUMENT, AND A NAME AND ADDRESS OF THE PERSON YOU WISH FOR THE DOCUMENT TO BE MAILED BACK TO.