


 BRANFORD TOWN CLERK

Electronic Land Record Recordings (eRecording)

- 1). Electronic Recording Act became effective 12 years ago (October 1, 2009.) Administration and standard practices are pursuant to CGS Chapter 92a, Sec. 7-35aa
 - Approximately 70 CT towns accept land records electronically
 - Town clerks report 30% of their recordings are electronically
- 2). The Town signs an MOU with 4 national delivery agents to collect the recording fees on our behalf. Agents work directly with submitters (banks, mortgage companies, etc.)
 - Corporate Service Partners (CSC)
 - Simplifile
 - Indecomm
 - eRecording Partners
- 3). No cost to the Town as "receiver" of documents, however COTT has a one-time fee of \$1280 at inception.
- 4). To test the eRecording interface, each delivery agent will send a sample test once MOU is signed. eRecording is activated upon the successful test.
- 5). Town Clerk determines the document types to be accepted for electronic recording, and has the ability to reject documents for non-conforming fees, etc.
- 6). Submitter transmits scanned image copies of ink-signed/notarized documents considered to be the "original" record of the transaction with the same intended legal effect as paper documents bearing ink signatures, per CGS.
- 7). The recording process and standards are the same as for deeds/documents received through the mail, FedEx, UPS or in-person
 - Town Clerk assigns submitters a customer # on receipt of their initial eRecording submission
 - ACH's deposited after hours on the same day as the recording
 - Comprehensive daily report for reconciling daily eRecording ACH deposits

NOTE: Deeds recorded with State DRS conveyance tax will NOT be accepted electronically.

Conclusion: With only a \$1,280 one-time set up fee, there are no additional eRecording costs to the Town. We will gain the following efficiencies accepting electronic recordings:

- Documents are already scanned-no tedious in-house scanning and proofing necessary
- Funds are guaranteed – eliminates chasing returned checks/insufficient funds
- Eliminates efforts to follow-up on missing documents or shorted funds via telephone & email
- Eliminates postage expense by the Town to return original documents