

State of Idaho Administrative Recording Requirements:

Marital State: Yes

Trust State: Yes

Mortgage State: No

BASIC REQUIREMENTS:

Paper:

- 8 ½" by 11" accepted
- 8 ½" by 14" (maximum accepted)

Non-standard fee:

- Not accepted

Margins:

- First page: 3 ½" Top; 5" Top-Right corner; 1" other sides
- Other pages: 1"

Print:

- Black ink
- 10 point font minimum

Preparer Info:

- Not required

Vesting:

- No unique requirements

Marital Status:

- Not required

APN/PID Number:

- Not required

Witnesses:

- None required

Printed names:

- Required below all signatures



Legal:

- Include state, county, and municipality in 1st paragraph
- Must accompany all instruments

Notary:

- Date of Acknowledgement
- Expiration Date of Notary
- Stamp or Seal

FORM REQUIREMENTS:

Deeds/Subordination Agreement:

- No required forms
- Legal description
- Previous recorded information required

Death Certificate:

- No affidavit required

Power of attorney:

- Original only (copies not accepted)

COMMON REJECTION REASONS:

- Notary stamp/seal missing

