

State of Maryland Administrative Recording Requirements:

Marital State: No

Trust State: Yes

Mortgage State: No

BASIC REQUIREMENTS:

Paper:

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

Margins:

- First page: 3 ½" by 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
- Include Section/Block/Lot

This information is intended as a general guideline for administrative purposes only and is not intended as an interpretation of the laws set forth by any state Recording Requirements are subject to change at any time without notice.
Always verify requirements and fees with the appropriate recording office.

As of May 5, 2017



Notary:

- Date of Acknowledge
- Expiration of Notary
- Stamp or Seal
- All trust documents must be notarized

FORM REQUIREMENTS:

Deeds:

- Form – Statement of Consideration
- Legal Description
- Previous Recorded Information Required

Death certificate:

- No affidavit required

Power of attorney:

- Legal Description

COMMON REJECTION REASONS:

- Legal description missing/inadequate
- Notary acknowledgement incomplete/missing
- Trust documents not notarized.

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