

**ADDITIONAL AND/OR RESTATED
RECORDING REQUIREMENTS**

I – UNIFORM COMMERCIAL CODE (UCC) FILINGS

Consistent with and/or in addition to the usual and customary filing requirements, fees and costs, UCC Financing Statements and related items must contain/comply with the following:

- 1- A Delaware County Parcel Identification number must be included;
- 2- The Debtor's interest in the parcel must be reasonably apparent;
- 3- The stated collateral must consist of one or more fixtures to real property;
- 4- The Debtor and Creditor shall not appear to be the same person or entity, notwithstanding deviations in capitalizations or sequencing; and,
- 5- All Continuations, Amendments, Assignments and Terminations must contain/state the:
 - (a) Parcel Identification number;
 - (b) recording date of the original filing; and,
 - (c) Book and Page number or Instrument number of the original filing.
- 6- Clearly fraudulent or illegitimate documents will be rejected.

II – NON-RECORDABLE DOCUMENTS

Except where required by law, only documents that contain a Delaware County Parcel Identification Number are recordable. Further, by example and not limitation, documents which would otherwise be recordable will be rejected if they include, as exhibits or otherwise and however titled or captioned:

- 1- Non--Governmental oaths;
- 2- Declarations of Nationality;
- 3- Name and Birth Records;
- 4- Schedules of Fees;
- 5- Citizen and Non-Citizen Declarations or Affidavits;

- 6- Rights to Travel;
- 7- Patents, Trademarks, or Copyrights documentation;
- 8- Passport documents or declarations;
- 9- I RS Forms
- 10- Truth Affidavits;
- 11- Contracts or Claims in Admiralty;
- 12- Cestui Que Vie Act documents;
- 13- Documents containing any unredacted digit(s) of Social Security numbers or dates of birth;
- 14- Trusts or trust documents (though not recorded, copies may be required to be sent to the PA Department of Revenue as an attachment to a Statement of Value form);
- 15- Powers of Attorney in which it is reasonably apparent that the Principal and Agent are the same, notwithstanding deviations in capitalizations or sequencing; and,
- 16- Clearly fraudulent or illegitimate documents.

III – SOLICITOR’S REVIEW

In the sole discretion of office personnel, certain documents may be submitted to the office’s Solicitor for review prior to recording or rejection, as the case may be.