

## IMPORTANT NOTICE

January 30, 2012

### **RE: New Recording Requirements for Mercer County Clerk's Office/ New Computer System and Free On-line Searching**

Dear Valued Recorder:

My office is working to make the Mercer County Clerk's Office more efficient and technologically advanced. I believe that this goal is consistent with your industry's desire to record land/legal documents in a streamlined and accurate manner, compatible with modern computer systems. Consequently, we have worked very hard over the past year to introduce a new computer system to the Mercer County Clerk's Office for the recording of land documents and other legal instruments.

This windows-based system, used in four other NJ Counties, is expected to be in place by late February, 2012 (replacing the current system from 1997). Some changes will be obvious to you, including the elimination of a cover page, which ultimately will save you money on recording fees.

Other changes will impact the way you record. Therefore, we ask the following:

- **We will require a 2" marginal space at the top of the first page of each document that will be recorded with our office, beginning immediately.** Because we will no longer use cover sheets in Mercer, documents will be stamped/endorsed with the recording information.
- **Also, original documents will not have the book and page stamped on each page, as this will be done electronically now. If you are to look the document up, this information would be seen on the image.**
- **The new recording system will eliminate the use of our current online search system, McPRESS, because it provides a user-friendly search component. Searching on this system will be FREE to users, eliminating a subscription fee. Users will still need to register and log-in, however. Please note that we will continue to use the Sunrise *e-recording* portal which is also used by 13 other New Jersey counties.**

Thank you for your cooperation and *your patience* as we familiarize ourselves and users with the new system. We look forward to hearing your feedback on the system as we move forward.

Details will be announced for a training seminar for new users in the coming months for those interested in learning more. Should you have any further questions, please do not hesitate to call our recording office at (609)989-6464, or e-mail us at [dsanna@mercercounty.org](mailto:dsanna@mercercounty.org).

Sincerely,

Paula Sollami Covello  
Mercer County Clerk