



# **PUBLIC SERVICE ANNOUNCEMENT**

## **ELECTRONIC DOCUMENT RECORDING SERVICE**

May 23, 2012

### **To All Interested Individuals:**

The Leon County Department of Development Support and Environmental Management (DSEM) is pleased to announce that effective June 1, 2012, an enhanced customer service initiative will be offered to allow DSEM customers the option to electronically record documents with the Clerk of the Courts Office. This initiative will be accomplished through Simplifile, LLC. In an effort to make the recording of legal documents more convenient and customer friendly, the Leon County Clerk of the Courts Office, in conjunction with DSEM, recently established an electronic link through Simplifile, LLC, to allow the electronic recording of legal documents between the Clerk of the Courts Office and other County agencies. DSEM Documents that may now be recorded electronically include Construction Lien Law Notices of Commencement, Limited Partition Subdivisions, Boundary Settlements, Unity of Title, Policy 2.1.9 Subdivisions, Environmental Flood Indemnification Letters, Conservation and Drainage Easements, and Declaration of Covenants.

This electronic recording service will be offered at a minimal cost of \$9.50 per document (\$7.50 County service charge fee and \$2.00 Simplifile service charge fee), in addition to the established recording fees associated with the Clerk of the Courts Office. It is anticipated that this electronic recording process will provide a cost reduction for DSEM customers in terms of time and money saved, as well as a reduction in the environmental impacts resulting from less vehicular travel, which is in keeping with Leon County's commitment to promote a "Green and Sustainable Environment."

If you have questions or comments regarding this new customer service initiative, please feel free to contact our offices at (850) 606-1300.

Your Public Servant,

Edward Jarriel, Jr.  
Director of Building Plans Review & Inspection