

**SHEILA SEE
MONTGOMERY COUNTY RECORDER OF DEEDS
REJECTION FORM**

Standard Rejection Form as approved by Recorders Association of Missouri-Amended 9/1/03

• GENERAL DOCUMENT REQUIREMENTS

- NOTARY REQUIREMENTS

Lacks notary signature (RSMo 486.275)
 Lacks notary seal (RSMo 486.285)

• DOCUMENT FORMATTING REQUIREMENTS – Effective January 1, 2002 (RSMo 59.310)

SIZE AND INK

- Document not submitted on 8 1/2" X 11" paper
- Document not submitted on white, light-colored 20# paper without watermarks
- Document not printed on only one side
- Document may not be presented as a continuous form or permanently bound
- Signatures must be in black or dark ink

• ATTACHMENTS

____ Attachments may not be stapled or taped to page(s) of document other than as required by law.

- MARGINS

- Document does not contain a top 3" vertical space on the first page for recorder's certification
- Unauthorized printing or information within the 3" recorder's certification space
- Remaining margins on first and subsequent pages are less than 3/4"

- FIRST PAGE DESIGNATIONS BELOW THE 3" MARGIN

One or more of the following are omitted from the first page of the document or lack a page reference within the document where the information is set out.

- Title of Document
- Date of Document
- Grantor's Name(s) for indexing purposes, must designate
- Grantee's Name(s) for indexing purposes, must designate
- Statutory Address(es)
- Legal Description
- Reference Book and Page

- RELEASE DEEDS

— Must present original identified note to release deeds of trust recorded prior to January 1, 1966 (RSMo 443.060)
If original note is lost, must attach affidavits of lost note by maker and beneficiary

• OTHER

Wrong County

RECORDER OF DEEDS Sheila See

MONTGOMERY COUNTY, MO

Date _____ Deputy _____