

For Your Information

Mason County was computerized in 1985, any document recorded after that date can be retrieved with an auditor file number, name of the grantor/grantee, date of recording, type of document, parcel number or legal description. If the document was recorded before 1985, an auditor's file number is needed. You can obtain one from either the Assessor's office or a local Title Company with a parcel number or a legal description.

A workstation for the public has been added to the Recording Department to conduct searches for retrieval of documents.

There is three local Title Companies in Mason County. To obtain title insurance, transfer property, or to check a chain of title, contact any of the three companies:

Mason County Title Company, Land Title Company or First American Title Company.

Our documents from 1985 to present have been converted from old microfilm to digital images. These images can now be accessed on the Internet by grantor, grantee, auditor file number, legal description, parcel number, or date. Also, all recorded plat, survey, and short plat maps are available by volume and page or by ownership. There is no charge for downloading a document, however, all documents will have an *Unofficial Copy* watermark.

NOTE:

State law prohibits us from assisting in the creation of a document and/or giving legal advice. If you have questions about what type of document you need to record or need assistance in completing a form, you will need to seek professional assistance from a title company or an attorney.

However, the Auditor's office is responsible for assuring that documents conform to standardization laws, contain notarized signatures, and are legible for reproduction.