

TABLE OF CONTENTS
FILING & RECORDING DOCUMENTS IN THE
REGISTER OF DEES OFFICE ORDINANCE

Chapter 912.01 AUTHORITY912.1

Chapter 912.02 PURPOSE.....912.1

Chapter 912.03 CUTOFF TIME FOR FILING AND RECORDING DOCUMENTS.....912.1

**WOOD COUNTY ORDINANCE #912
FILING & RECORDING DOCUMENTS IN THE
REGISTER OF DEEDS OFFICE**

Chapter 912.01 AUTHORITY

This ordinance is adopted pursuant to the authority conveyed in Wisconsin Statute section 59.20(3)(c).

Chapter 912.02 PURPOSE

The purpose of this ordinance is to provide the Register of Deeds office sufficient time in which to complete the processing of documents filed for recording on the same day they are received by setting a cutoff time for receipt of documents to be recorded each day. Documents will be accepted for recording after the cutoff time and up to the end of the business day but will be processed and recorded the next business day.

Chapter 912.03 CUTOFF TIME FOR FILING AND RECORDING DOCUMENTS.

In order to ensure the complete processing, recording, and indexing of documents on the same day they are received, the Register of Deeds office must receive a document no later than 3:30 p.m. Documents received after 3:30 pm. shall be processed on the next official business day.