



The Miami-Dade County Clerk of Courts Recorder's Office

eRecording Option

eRecording is an efficient option for recording documents in the Official Records. It enables you to record certain documents, from your home or office, through the various available eRecording vendors. eRecording is the most expedient method for getting your documents available online.

The eRecorded documents can be tracked through the entire recording process and the potential for lost documents is eliminated. Documents are typically recorded the same day if submitted during regular business hours. Once the document is accepted for recording you can immediately retrieve an image that includes the recorder's stamp with the Official Record Book and Page number. The documents are available online the following day; several days earlier than with traditional recording.

With eRecording, the submitter scans the document and uses a vendor application to upload the document and associated data. No special equipment is required, just a computer with high speed internet access and a scanner. Original documents never leave the submitter's possession since they are scanned for submission. Funds are transferred using Automated Clearing House (ACH) to automatically transfer taxes and recording fees from the submitter to the County Recorder's accounts. There is a nominal fee that is paid to the vendor for this process.

The types of documents available for eRecording depend on the vendor used. The most commonly eRecorded documents are: Assignment of Mortgages, Assignments, Deeds, Liens, Mortgages, Notice of Commencements, and Satisfaction of Mortgages.

The three vendors currently offering eRecording in Miami-Dade County are;

- Simplifile - simplifile.com
- Ingeo Systems - ingeo.com
- ACS Exchange - erxchange.com

Additional information on eRecording is available on our web site at www.miami-dadeclerk.com



"Delivering Excellence Every Day"