

1 and 3/4 inches across top of first page

3/4”
side

To meet the requirements of all Maine County Registries of Deeds the following clean margins are required on all documents offered for recording.

3/4”
side

- A. Side margin of 3/4 inch all pages
- B. Top margin 1st page of 1 3/4 inches across
No punched holes, stickers or writing in any margins
- C. Bottom margin of 1 1/2 inches **across bottom of last page**

ALL OTHER PAGES NEED A 1” TOP MARGIN

Some Registries may use smaller margin space but in order to give you a standard that will work for all Registries, these are the requirements.

Font size must be no smaller than this line including the legal description. This is size ten Times New Roman. Images are reduced in the filming process to accommodate page size. If your font is too small, too dark or too light it becomes illegible when reproduced.

Paper can be no larger than 8 1/2 x 14 and margin requirements apply. You cannot add extra length to this size page.

Title 33 sec 653 allows the Registry to charge an additional \$2 per page if the page does not have the necessary space for recording information. Most Registries will not add extra length to your original document without permission and by law we cannot record without the required fee. Your document will be returned to you unrecorded, for marginal corrections. You may authorize us to add extra length to your document, and include the extra fee of \$2.00 per page. Reminder we cannot add length to a legal size page!

Written and approved by the Maine Registers of Deeds Association 11 January 2019

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