Moody County Procedures For E-recording

- Electronic recordings will be received between the hours of 8:00 am and 3:00 pm Central Time. E-packages may be submitted at any time however, they will not be recorded outside of posted hours.
- Payments of recording fees must be made via ACH by the Delivery Agent (e-recording vendor), the county will not accept payments for recording fees and/or transfer tax directly from the e-recording submitter customer.
- Only Electronic Models 2 and 3 will be accepted. *visit pria.us for additional information*
- Documents must be original and scanned in black and white with a minimum of 300 dpi.
- Electronic documents must adhere to all South Dakota Statutes.
- Images must be sent in TIFF or PDF.
- Documents will be rejected if not legible.
- Moody County's electronic recording provider is Simplifile, CSC & Epn.
- Moody County Register of Deeds, by communicating the request to Simplifile, CSC and Epn reserves the right to terminate the right for submitter customers to continue to e-record in Moody County.
- There are no additional fees charged by this county for e-recording, however, a submission fee will be charged by the submitter vendor.
- All recordable documents will be accepted electronically by the Moody County Register of Deeds with the exception of plats and filed documents.

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