
SENATE BILL 6573

State of Washington

58th Legislature

2004 Regular Session

By Senators Roach, Shin, Schmidt, Berkey, Brandland and Esser

Read first time 01/26/2004. Referred to Committee on Government Operations & Elections.

1 AN ACT Relating to presenting an instrument to a county auditor or
2 recording officer for recording; and amending RCW 65.04.045 and
3 65.04.080.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

5 **Sec. 1.** RCW 65.04.045 and 1999 c 233 s 12 are each amended to read
6 as follows:

7 (1) When any instrument is presented to a county auditor or
8 recording officer for recording, the first page of the instrument shall
9 contain:

10 (a) A top margin of at least three inches and a one-inch margin on
11 the bottom and sides, except that an instrument may be recorded if a
12 minor portion of a notary seal, incidental writing, or minor portion of
13 a signature extends beyond the margins;

14 (b) The top left-hand side of the page shall contain the name and
15 address to whom the instrument will be returned;

16 (c) The title or titles, or type or types, of the instrument to be
17 recorded indicating the kind or kinds of documents or transactions
18 contained therein immediately below the three-inch margin at the top of

1 the page. The auditor or recording officer shall be required to index
2 only the title or titles captioned on the document;

3 (d) Reference numbers of documents assigned or released with
4 reference to the document page number where additional references can
5 be found, if applicable;

6 (e) The names of the grantor(s) and grantee(s), as defined under
7 RCW 65.04.015, with reference to the document page number where
8 additional names are located, if applicable;

9 (f) An abbreviated legal description of the property, and for
10 purposes of this subsection, "abbreviated legal description of the
11 property" means lot, block, plat, or section, township, range, and
12 quarter/quarter section, and reference to the document page number
13 where the full legal description is included, if applicable;

14 (g) The assessor's property tax parcel or account number set forth
15 separately from the legal description or other text.

16 (2) All pages of the document shall be on sheets of paper of a
17 weight and color capable of producing a legible image that are not
18 larger than fourteen inches long and eight and one-half inches wide
19 with text printed or written in eight point type or larger. All text
20 within the document must be of sufficient color and clarity to ensure
21 that when the text is imaged all text is readable. Further, all pages
22 presented for recording must have at minimum a one-inch margin on the
23 top, bottom, and sides for all pages except page one, except that an
24 instrument may be recorded if a minor portion of a notary seal,
25 incidental writing, or minor portion of a signature extends beyond the
26 margins, be prepared in ink color capable of being imaged, and have all
27 seals legible and capable of being imaged. No attachments, except
28 firmly attached bar code or address labels, may be affixed to the
29 pages.

30 (3) When any instrument is presented to a county auditor or
31 recording officer for recording, the document shall not contain the
32 following information: (a) A social security number; (b) a date of
33 birth identified with a particular person; or (c) the maiden name of a
34 person's parent so as to be identified with a particular person.

35 The information provided on the instrument must be in substantially
36 the following form:

37 This Space Provided for Recorder's Use
38 When Recorded Return to:

1

2 Document Title(s)

3 Grantor(s)

4 Grantee(s)

5 Legal Description

6 Assessor's Property Tax Parcel or Account Number

7 Reference Numbers of Documents Assigned or Released

8 **Sec. 2.** RCW 65.04.080 and 1996 c 229 s 4 are each amended to read
9 as follows:

10 When any instrument, paper, or notice, authorized or required by
11 law to be filed or recorded, is deposited in or electronically
12 transmitted to the county auditor's office for filing or record, that
13 officer must indorse upon the same the time when it was received,
14 noting the year, month, day, hour and minute of its reception, and note
15 that the document was received by electronic transmission, and must
16 file, or file and record the same without delay, together with the
17 acknowledgments, proofs, and certificates written or printed upon or
18 annexed to the same, with the plats, surveys, schedules and other
19 papers thereto annexed, in the order and as of the time when the same
20 was received for filing or record, and must note on the instrument
21 filed, or at the foot of the record the exact time of its reception,
22 and the name of the person at whose request it was filed or filed and
23 recorded: PROVIDED, That the county auditor shall not be required to
24 accept for filing, or filing and recording, any instrument unless there
25 appear upon the face thereof, the name and nature of the instrument
26 offered for filing, or filing and recording, as the case may be. When
27 any instrument is presented to a county auditor or recording officer
28 for recording, the document shall not contain the following
29 information: (1) A social security number; (2) a date of birth
30 identified with a particular person; or (3) the maiden name of a
31 person's parent so as to be identified with a particular person.

--- END ---