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HOUSE BILL 1385

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State of Washington                      59th Legislature                      2005 Regular Session

By Representatives Takko, Haigh, Roberts, Hankins, Ericks, Haler,  
Lovick, McCoy and Chase

Read first time 01/21/2005. Referred to Committee on Local Government.

1            AN ACT Relating to recorded instruments; and amending RCW 65.04.045  
2 and 65.04.080.

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

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

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

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

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

15            (c) The title or titles, or type or types, of the instrument to be  
16 recorded indicating the kind or kinds of documents or transactions  
17 contained therein immediately below the three-inch margin at the top of  
18 the page. The auditor or recording officer shall be required to index  
19 only the title or titles captioned on the document;

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

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

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

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

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

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

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

36 This Space Provided for Recorder's Use

37 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 (1) When any instrument, paper, or notice, authorized or required  
11 by 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)~~). However, the county auditor shall not  
24 be required to accept for filing, or filing and recording, any  
25 instrument unless there appear upon the face thereof, the name and  
26 nature of the instrument offered for filing, or filing and recording,  
27 as the case may be.

28 (2) When any instrument, except those generated by governmental  
29 agencies, is presented to a county auditor or recording officer for  
30 recording, the document may not contain the following information: (a)  
31 A social security number; (b) a date of birth identified with a  
32 particular person; or (c) the maiden name of a person's parent so as to

1 be identified with a particular person.

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