

Recording Standards Commission

Suggested Topics List

Project #	Title/Description	Related
21-1 PRIORITY	Court-Ordered Alteration in Chain of Title Detailed procedures needed to remove a recorded document from the record and to record a replacement document in the current era. Steps to identify the original historical document and to provide it to the court. Processes to remove original historical document physically or logically from record series. Process to formally decommission original document and transfer to SOS-Archives. Process to record replacement prepared by court and to cross reference in index between original and replacement documents.	
21-2 PRIORITY	Criteria for Online Public Access Develop criteria for meeting conditions of legislation change in 2021 EHB 1271 to RCW 65.04.140. Allowing public access to recorded documents to be satisfied through web access.	
21-3	Fee Codification Codify how specific surcharges are applied to specific document types. Evaluate charges for electronic access (this may require legislative change rather than WAC).	
21-4	Multi Title Transaction Some documents contain multiple titles or perform multiple transactions. Goal: Consistency in identifying the titles/transactions and charging correct fees.	Necessary for 21-3
21-5	Standardization of Document Titles A list of standard titles would greatly speed indexing, determining fees and retrieving. This would also assist in implementation of predictable recording fees.	Helpful for 21-3
21-6	Rejection Standards Inconsistent application of formatting requirements leads to inconsistent rejection of documents. Definitions of legibility, margins, encroachment into margins (sigs, notary), and notary minimums will improve consistent rejection standards.	
21-7	Standards for Imposing Non-Standard Fee Clear definitions of non-standard vs. rejection are needed for certain formatting issues (margins, encroachment).	Necessary for 21-6

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21-8	Non-Typical Notary Seals Documents with seals or physical additions that cannot be scanned and reproduced accurately (e.g., wax/foil seals, grommets). Non-destructive procedures are needed to allow such documents to be recorded.	Necessary for 21-6

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