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FEE SCHEDULE

Deeds and Contracts

Amount	Va. Code Section	Description
≤ \$10 million 25¢ per \$100 value >\$10 ≤ \$20 million 22¢ per \$100 value > \$20 ≤ \$30 million 19¢ per \$100 value > \$30 ≤ \$40 million 16¢ per \$100 value	§ 58.1-801 through § 58.1-811	State recordation tax (grantee), exemptions, and non-taxable. Grantee tax rate applied to greater of the consideration paid or the actual value of the property conveyed.
13¢ per \$100 value ≤ \$10 million 18¢ per \$100 value >\$10 ≤ \$20 million		
16¢ per \$100 value > \$20 ≤ \$30 million 14¢ per \$100 value > \$30 ≤ \$40 million 12¢ per \$100 value Over \$40 million 10¢ per \$100 value	<u>§ 58.1-803(E)</u>	Grantee tax rate for Refinance Deed of Trust (RFDT) paid only on that portion of the amount of the bond or other obligation secured thereby.
	≤ \$10 million 25¢ per \$100 value >\$10 ≤ \$20 million 22¢ per \$100 value >\$20 ≤ \$30 million 19¢ per \$100 value >\$30 ≤ \$40 million 16¢ per \$100 value Over \$40 million 13¢ per \$100 value ≤ \$10 million 18¢ per \$100 value >\$10 ≤ \$20 million 16¢ per \$100 value >\$20 ≤ \$30 million 14¢ per \$100 value >\$30 ≤ \$40 million 14¢ per \$100 value >\$30 ≤ \$40 million 12¢ per \$100 value Over \$40 million	≤ \$10 million 25¢ per \$100 value >\$10 ≤ \$20 million 22¢ per \$100 value >\$20 ≤ \$30 million 19¢ per \$100 value >\$30 ≤ \$40 million 16¢ per \$100 value Over \$40 million 13¢ per \$100 value ≤ \$10 million 18¢ per \$100 value >\$10 ≤ \$20 million 16¢ per \$100 value >\$10 ≤ \$20 million 16¢ per \$100 value >\$10 ≤ \$20 million 16¢ per \$100 value >\$20 ≤ \$30 million 16¢ per \$100 value >\$30 ≤ \$40 million 12¢ per \$100 value Over \$40 million

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Account Code	Amount	Va. Code Section	Description
	\$25	§ 58.1-807(D)	Oil & gas lease
	\$50	§ 58.1-807(D)	Coal & mineral lease
039	\$25	§ 58.1-807(E)	Outdoor advertising (billboard) lease
	\$75	§ 58.1-807(F)	Communication tower lease
	\$15	§ 58.1-807(F)	Communication equipment or antenna
213 county 214 city 1 224 city 2	⅓ State Grantee Tax	§ 58.1-814	Local recordation tax –grantee, (if ordinance adopted by locality)
038	25¢ per \$500 value	§ 58.1-802	State share of grantor tax. The grantor rate of the tax, when the consideration or value of the interest, whichever is greater, exceeds \$100, is 50 cents for each \$500 or fraction thereof divided 50-50 between the state and locality.
220 locality 1 223 locality 2 226 locality 3	25¢ per \$500 value	§ 58.1-802	Local recordation tax-grantor
212 locality 1 222 locality 2 225 locality 3	\$1	§ 58.1-3314 § 58.1-3315	Transfer Fee
212 locality 1 222 locality 2 225 locality 3	\$1.75	§ 58.1-3314(2)	(Deeds of Partition)
035	\$3	<u>§ 58.1-817</u>	Open Air Preservation assessed on deeds and deeds of trust where Va. Outdoors Foundation holds open space easements
423	Up to \$5	§ 17.1-258.3:1	Allow courts with a network or system for electronic filing of land records to charge a fee not to exceed \$5 per instrument for every land record filed by paper.
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.

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Account Code	Amount	Va. Code Section	Description
014	\$0.05 per \$100	§ 58.1-802.4	Regional Congestion Relief Fee on deeds, instruments or writings that grants, assigns, transfers or otherwise conveys lands, tenements or other realty located in any county or city that is in Planning District 8.
	\$0.15 per \$100	§ 58.1-802.3	Effective 7/1/18, eligible courts shall impose a WMATA fee on every taxable deed.
015	\$0.15 per \$100	§ 33.2-214.3 § 33.2-286	Regional Transportation Improvement Fee on deeds, instruments or writings that grants, assigns, transfers or otherwise conveys lands, tenements or other realty located in any county or city that is a member of the Northern Virginia Transportation Authority.
022	\$0.06 per \$100	§ 58.1-802.5	Hampton Roads Regional Transit Fund Fee on deeds, instruments or writings that grants, assigns, transfers or otherwise conveys lands, tenements or other realty located in any county or city that has an ordinance in Planning District 23.

A. Certificates of Full and Partial Satisfaction

Account Code	Amount	Va. Code Section	Description
301	\$14.50 (≤ 10 pgs) \$28.50 (11-30 pgs)	§ 17.1-275(A)(2)	Recording and Indexing. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General
	\$48.50 (> 31 pgs)		Opinion Holt dated 4/29/1987, page 83.
		HB29 2002 – 2010	Processing Fee. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion to Holt
036	\$20	Appropriations Act	dated 4/29/1987, page 83. See Attorney General Opinion to Frey
		<u>§ 3-6.01</u>	dated 5/15/02.
145	\$3.50	§ 17.1-275(A)(2)	Designated for the Virginia State Library
106	\$5	§ 17.1-279	Technology Trust Fund. Do not assess this fee if document is tendered
100	7		by any federal, state, or local government.
			Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid;
407	Varies	§ 17.1-275(A)(27)	or flat fee of \$2 per transaction; or the greater of \$2 or percentage
			(max 4%) of amount paid.

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B. Deeds Without Plats

Account Code	Amount	Va. Code Section	Description
301	\$14.50 (≤ 10 pgs) \$28.50 (11-30 pgs) \$48.50 (> 31 pgs)	§ 17.1-275(A)(2)	Recording and indexing deeds without plats. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion Holt dated 4/29/1987, page 83.
035	\$3	§ 58.1-812	Open Air Preservation assessed on deeds and deeds of trust where Va. Outdoors Foundation holds open space easements
036	\$20	HB29 2002 - 2010 Appropriations Act § 3-6.01	Deed Processing Fee (Charged on Deeds and DOTs when tax under §§ 58.1-801 or 58.1-803 is assessed). Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. <i>See</i> Attorney General Opinion to Holt dated 4/29/1987, page 83. <i>See</i> Attorney General Opinion to Frey dated 5/15/02.
145	\$3.50	§ 17.1-275(A)(2)	Designated for the Virginia State Library
106	\$5	§ 17.1-279	Technology Trust Fund. Do not assess this fee if document is tendered by any federal, state, or local government.
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.

C. Other Instruments With or Without Plat Not Larger Than 8½ x 14

Account Code	Amount	Va. Code Section	Description
301	\$14.50 (≤ 10 pgs) \$28.50 (11-30 pgs) \$48.50 (> 31 pgs)	§ 17.1-275(A)(2)	Recording and indexing deeds with or without plats. Plat is counted as additional page of document. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion Holt dated 4/29/1987, page 83.
145	\$3.50	§ 17.1-275(A)(2)	Designated for the Virginia State Library
106	\$5	§ 17.1-279	Technology Trust Fund. Do not assess this fee if document is tendered by any federal, state, or local government.

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Account Code	Amount	Va. Code Section	Description
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.

D. Deed with Plat Not Larger Than 8½ x 14

Account Code	Amount	Va. Code Section	Description
301	\$14.50 (≤ 10 pgs) \$28.50 (11-30 pgs) \$48.50 (<u>></u> 31 pgs)	§ 17.1-275(A)(2)	Recording and indexing deeds with plat no larger than 8½ x 14. Plat is counted as additional page of document. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion Holt dated 4/29/1987, page 83.
036	\$20	HB29 2002-2010 Appropriations Act § 3-6.01	Deed Processing Fee. (Charged on Deeds and DOTs when tax under §§ 58.1-801 or 58.1-803 is assessed.) Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion to Holt dated 4/29/1987, page 83. See Attorney General Opinion to Frey dated 5/15/02.
145	\$3.50	§ 17.1-275(A)(2)	Designated for the Virginia State Library
106	\$5	§ 17.1-279	Technology Trust Fund. Do not assess this fee if document is tendered by any federal, state, or local government.
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.

E. Plat (No Larger Than 8½ x 14) Without Instrument

Account Code	Amount	Va. Code Section	Description
301	\$14.50 (≤ 10 pgs) \$28.50 (11-30 pgs) \$48.50 (≥31 pgs)	§ 17.1-275(A)(2)	Recording and indexing other instruments plat no larger than $8\% \times 14$. Do not assess this fee if tendered by any agency of the Commonwealth of Virginia. See Attorney General Opinion Holt dated $4/29/1987$, page 83.
145	\$3.50	§ 17.1-275(A)(2)	Designated for the Virginia State Library

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Account Code	Amount	Va. Code Section	Description
106	לר		Technology Trust Fund. Do not assess this fee if document is tendered
106	\$5		by any federal, state, or local government.
			Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid;
407	Varies	Varies § 17.1-275(A)(27)	or flat fee of \$2 per transaction; or the greater of \$2 or percentage
			(max 4%) of amount paid.

F. Plat (Larger Than 8½ X 14) Without Instrument

Note Financial Accounting System (FAS) Users:

- If filed with instrument use **O/P**: **O** field.
- If separately, use type code **OPM**.

Account Code	Amount	Va. Code Section	Description
301	\$13.50 for each page	§ 17.1-275(A)(2)	Recording and indexing oversized plats
145	\$3.50 for each page		Designated for the Virginia State Library
106	\$5	§ 17.1-279	Technology Trust Fund. Do not assess this fee if document is tendered by any federal, state, or local government.
301	\$5 for all plats	§ 17.1-238	State Highway Plat
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.

G. Clerk's Local Fund Fees

Note Financial Accounting System (FAS) Users:

- Use the Prepaid Expense Receipt (CPE) with type codes SRA, OCRA; or
- Use the Deed (CLR) Receipt with type code REMOTE).

Account Code	Amount	Va. Code Section	Description
423	Up to \$5	§ 17.1-258.3:1	Allow courts with a network or system for electronic filing of land records to charge a fee not to exceed \$5 per instrument for every land record filed by paper.

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Account Code	Amount	Va. Code Section	Description
425	Up to \$5	§ 17.1-258.3:2	Allows fee of up to \$5 for each record certified in digital format
407	Varies	§ 17.1-275(A)(27)	Credit/Debit Card Convenience Fee: Not to exceed 4% of amount paid; or flat fee of \$2 per transaction; or the greater of \$2 or percentage (max 4%) of amount paid.
415	Up to \$50 per month per subscriber	§ 17.1-276	Remote Access Subscriber Fee (SRA)
416	Varies	§ 17.1-293	Officer of Court Remote Access (OCRA)
426	Varies	§ 17.1-258.3	Allow courts with an electronic filing system (E-Filing) to charge an additional \$5 fee for every civil case initially filed by paper; charge a subscriber fee; and charge \$0.50 per copy/image.

H. Notes for Courts Who Scan Documents

- 1. Some clerk's offices require the recording agent to provide a copy of the document being recorded, or to pay an additional \$0.50 per page for copying the document if immediate return of the recorded document is requested.
- 2. The recording process comprises scanning, indexing and verification of the record. A digital image is a non-permanent record. Clerks are required to verify the record created in the office from the original document or an exact paper copy until the verification process is complete.
- 3. Virginia Code § 17.1-275 (A)(8) provides for a fee of \$0.50 for each page or, if an electronic record, each image.

I. Deeds and Contracts Quick Reference Guide

- Additional Valid Account Codes
 - 236 Local Copies
 - 313 State Copies
 - 315 Miscellaneous Clerk Fee
 - 407 Credit/Debit Card Convenience Fee
 - 421 Postage Reimbursement
 - 423 E-Recording Fee
 - 425 Digital Copy Certification fee
 - 442 Refund (\$25 and Under)

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- 515 Refund (Over \$25)
- 517 Condemnation

2. Amount Consideration & Value Column

- a. **Consideration** (CON) is the reported payment or recompense for the transfer.
- b. **Actual Value** (VAL) is synonymous with the term **fair market value**, the price at which the property would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of relevant facts. Actual value may be determined by viewing the following evidence:
 - · Certified appraisal of the value of the property being conveyed.
 - · HUD-1 or other Settlement Statement providing the purchase price of the property being conveyed.
 - Comparing the reported consideration with the locality's most current assessment.

 Using the most current Virginia Department of Taxation Assessment Sales Ratio report -- If the median ratio is less than 100% (and that appears to be the case in almost every locality on the Report), this indicates that the assessment for the property type is less than fair market value. In almost every locality, this method will not help the clerk establish a lower actual value than the local assessed value. If the clerk uses this method, the fair market value of the property is calculated by taking the assessed value of the property and increasing it by the resulting percentage for the property group as described above in the example.
 - The FMS will **calculate on the higher of the two values** when both consideration and actual value are entered on the FMS receipt screen.
 - \cdot § 3-6.01 **Deed Processing Fee** (036) charged when there is a state grantee tax (039) assessed under §§ 58.1-802 and 58.1-803.
 - § 58.1-802 State grantor tax (038), when the consideration or value of interest, whichever is greater exceeds \$100, is based on \$0.25 per \$500 or fraction thereof on the greater of deed consideration or property value. **Local** grantor tax (220) based on \$0.25 per \$500 or fraction thereof.
 - **Note:** Only jurisdictions of primary or first recording (JUR=Y) collect state taxes. Jurisdictions of secondary recording (JUR=N) only collect local recordation taxes.
 - § 58.1-803(D) State grantee tax (039) for all instruments except RFDT is \$0.25 per \$100 value or portion thereof on first \$10 million, \$0.22 per \$100 on next \$10 million, \$0.19 per \$100 on next \$10 million, \$0.16 per \$100 on next \$10 million, and \$0.13 per \$100 value over \$40 million in value. Local grantee tax (213) is 1/3 of state amount.

Note: Only jurisdictions of primary or first recording (JUR=Y) collect state taxes. Jurisdictions of secondary recording (JUR=N) only collect local recordation taxes.

§ 58.1-803(E) State grantee tax (039) for the RFDT instrument is \$0.18 per \$100 value or portion thereof on first \$10 million, \$0.16 per \$100 on next \$10 million, \$0.14 per \$100 on next \$10 million, \$0.12 per \$100 on next \$10 million, and \$0.10 per \$100 value over \$40 million in value. Local grantee tax (213) is 1/3 of state amount.

Note: Only jurisdictions of primary or first recording (JUR=Y) collect state taxes. Jurisdictions of secondary recording (JUR=N) only collect local recordation taxes.

3. Total Cost & Tax Column

Effective July 1, 2017, allows courts with a network or system for electronic filing of land records to charge a 423 E-Recording fee not to exceed \$5 per instrument for every land record filed by paper pursuant to § 17.1-258:3.1.

- For **credit/debit card payments**, a credit/debit card convenience fee (account code 407) is charged and may vary from court to court pursuant to § 17.1-275(A)(27).
- Effective July 1, 2017 pursuant to HB1500, item 365c, the § 58.1-817 Virginia Outdoor Foundation (VOF) fee (account code 035 @ \$1.00) is charged on every deed admitted to record in those jurisdictions in which the Virginia Outdoor Foundation holds open-space easements. The following instruments are exempt from the VOF fee: CSH, HWM, LPZ, OEV, ONC, OCC, OCCR, RLIEN. Effective July 1, 2020 pursuant to HB1623, § 58.1-817 Virginia Outdoor Foundation (VOF) fee (account code 035) increased to \$3.00.
- Effective July 1, 2018, some courts impose a Regional WMATA Capital Fee pursuant to § 58.1-802.3. The rate of this fee, when the consideration or value of the interest, whichever is greater, equals or exceeds \$100, is \$0.15 for each \$100 or fraction thereof. The fee is imposed on the grantor and is based on the date of recording in the clerk's office. Instruments having an asterisk (*) in the RWCF 015 table column are eligible for the fee: DAOC, DB, DBL, DBS, DBSLE, DCOR, DEX, DDRT, DIT, DLF, DOA, DQC, DSC, DTAX, DTD, DTF, DVL.
- Recordings in a multiple jurisdiction court, like Prince William County/Manassas Park City/Manassas City use the below local recordation fees:

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· County (LOC = CO): grantor = 220, grantee = 213, transfer = 212
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- · City #1 (LOC = CI): grantor = 223, grantee = 214, transfer = 222
- · City#2 (LOC = C2): grantor = 226, grantee = 224, transfer = 225

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• Effective July 1, 2020, some courts impose a Regional Congestion Relief Fee pursuant to § 58.1-802.4. The rate of this fee, when the consideration or value of the interest, whichever is greater, equals or exceeds \$100, is \$0.05 for each \$100 or fraction thereof. The fee is imposed on the grantor and is based on the date of recording in the clerk's office. Account code for this fee is 014. Instruments having an asterisk (*) in the RCRF 014 column are eligible for the fee: DAOC, DB, DBL, DBS, DBSLE, DBST, DCOR, DDRT, DEX, DIT, DLF, DOA, DQC, DSC, DTAX, DTD, DTF, DVL.

- Recordings in a multiple jurisdiction court, like Prince William County/Manassas Park City/Manassas City use the below local recordation fees:
 - · County (LOC = CO): grantor = 220, grantee = 213, transfer = 212
 - · City #1 (LOC = CI): grantor = 223, grantee = 214, transfer = 222
 - · City#2 (LOC = C2): grantor = 226, grantee = 224, transfer = 225
- Effective July 1, 2020, some courts impose a Hampton Roads Transit Fund pursuant to § 58.1-802.5. The rate of this fee, when the consideration or value of interest, whichever is greater, equals or exceeds \$100, is \$0.06 for each \$100 or fraction thereof. The fee is imposed on the grantor and is based on the date of recording in the clerk's office. Account code for this fee is 022. Instruments having an asterisk (*) in the HRTF 022 column are eligible for the fee: DAOC, DB, DBL, DBS, DBSLE, DBST, DCOR, DDRT, DEX, DIT, DLF, DOA, DQC, DSC, DTAX, DTD, DTF, DVL.
- Effective July 1, 2020 pursuant to HB306/SB938 § 17.1-275 the Virginia State Library fee (account code 145) for Recording and Indexing is increased from \$1.50 to \$3.50. The fee is imposed for the recording and indexing of certain documents, including plats or map sheets larger than 8 ½ x 14. This increase also applies to Wills and Fiduciary documents.

			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local 038 220	State Local 039 213	Deed 036	VOF 035	Clerk VSLA 301 145	Tran 212	RCRF RWCF HRTF 014 015 022	TTF	Total Cost & Tax
ASSIGNMENT for Benefit of Creditors	ABC							3	18			5	\$26.00
AFFIDAVIT	AF							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
AFFIDAVIT Affixation	AFA	§ 46.2-653.1 Conversion of manufactured home to real property						3	18			5	\$26.00
AFFIDAVIT- Affixation Severance	AFAS	§ 46.2-653.1 Severance of manufactured home from real to personal property						3	18			5	\$26.00
AFFIDAVIT- Real Estate Note: Same as REA	AFI	Must be recorded in Will Book per §§ 64.2-509, 64.2-510						3	18			5	\$26.00
AGREEMENT	AG	GRANTEE: Value of consideration (money or value) passed in CON.	1000			2.50 0.83		3	18			5	\$29.33
AGREEMENT (Lease)	AGL	GRANTEE: Lease amount over period of lease or value contracted for in CON	1000			2.50 0.83		3	18			5	\$29.33

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				ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
AGREEMENT (Lease) Coal/Mineral Lease	AGLC	GRANTEE: Tax for leases of coal and other mineral rights shall be \$50.				50.00 16.67		3	18			5	\$92.67
AGREEMENT (Lease) Equipment Lease	AGLE	GRANTEE: The maximum allowable tax on the recordation of each lease to affix any communications equipment or antenna to any such tower or other structure shall be \$15.				15.00 5.00		3	18			5	\$46.00
AGREEMENT (Lease) Gas/Oil Lease	AGLG	GRANTEE: Tax for leases of oil and gas rights shall be \$25				25.00 8.33		3	18			5	\$59.33

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			Amo Conside & Va	eration	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
AGREEMENT (Lease) Outdoor Ad Lease	AGLO	GRANTEE: Maximum allowable tax for leases of outdoor advertising signs owned by a person in the business shall be \$25.				25.00 8.33		3	18			5	\$59.33
AGREEMENT (Lease) Tower Lease	AGLT	GRANTEE: The maximum allowable tax for lease of a communications tower or a communications tower site shall be \$75				75.00 25.00		3	18			5	\$126.00
AGREEMENT (Modified) If deed of trust, use DTM, DTS or RFDT type code.	AGM	GRANTEE: Amount of additional obligation in CON	1000			2.50 0.83	20	3	18			5	\$49.33
AGREEMENT (Trust)	AGT							3	18	_		5	\$26.00

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				ount eration alue	Ta: Gran Grai	tor &			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local 038	State Local 039	Deed 036	VOF	Clerk VSLA 301	Tran 212	RCRF RWCF HRTF 014 015	TTF	Total Cost & Tax
					220	213			145		022		
AGREEMENT (Tax Payment)	AGTX	Clerk fee 301 @ \$13.00						3	13				\$16.00
AGREEMENT (Tax Payment Release)	AGTXR	Clerk fee 301 @ \$13.00						3	13				\$16.00
AMENDMENT	AMEND	Can be used to amend trustee address per § 55.1-317 (B) and reclamation lien per § 45.1-186.5 for \$0.00.						3	18			5	\$26.00
ASSIGNMENT	ASGMT							3	18			5	\$26.00
ASSIGNMENT of Lease Agreement	ASGMTLR	GRANTEE: Amount of bonds/other obligations secured in CON field, or if not ascertainable fair market value of property conveyed in CON field.	1000			2.50 0.83		3	18			5	\$29.33

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			Amo Conside & Va	eration	Gran	kes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
CERTIFICATE of Extension-Deed of Trust	CEDOT	Use Form CC-1525 to file.						3	18			5	\$26.00
CONDOMINIUM- Instrument	CI							3	18			5	\$26.00
CERTIFICATE (Merger)	CM							3	10				\$13.00
CONTRACT	CONT	GRANTEE: Value of contract in CON	1000			2.50 0.83		3	18			5	\$29.33
CORRECTION Instrument	COR	Use to record non-financial corrections to instrument such as name and address. Can be used to record Corrective Affidavit required by § 55-109.2.						3	18			5	\$26.00
CERTIFICATE (Partial Release)	CPR							3	18			5	\$26.00
CERTIFICATE (Partial Satisfaction)	CPS						20	3	18			5	\$46.00

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				ount eration alue	Tax Gran Grai	tor &			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
CERTIFICATE (Release)	CR							3	18			5	\$26.00
CERTIFICATE (Satisfaction)	CS						20	3	18			5	\$46.00
CERTIFICATE (State Highway)	CSH	No fee for recording											\$0.00
CERTIFICATE (State Highway) Note: The FMS changes type to CSH after calculation.	CSH-PL or CSH2	No fee for recording 301 fee of \$5.00 per plat under § 17.1-238							\$5				\$5
CONDITIONAL SEPTIC TANK PERMIT	CSTP	Also for Alternative Onsite Sewage System permit per § 32.1-165.						3	18			5	\$26.00
CERTIFICATE of Transfer	СТ							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF 014	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	015 022	106	
DEED (Arising Out of Contract)	DAOC	GRANTOR: Market value of property transferred in CON. GRANTEE: Difference between contract price and fair market value of property in VAL.	1000	2000	1.00 1.00	2.50 0.83	20	3	18	1	*	5	\$52.33
DEED (Burial/Certificate)	DB	GRANTOR & GRANTEE: Lot value in CON field Church & municipal cemetery exempt.	1000		0.50 0.50	2.50 0.83	20	3	18		*	5	\$50.33
DEED (Boundary Line Adjustment)	DBL	GRANTOR & GRANTEE: Greater of consideration or value of interest conveyed.	1000	2000	1.00 1.00	5.00 1.67	20	3	18	1	*	5	\$55.67

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED (Bargain & Sale) Allow use of two amounts. Use CON field for grantor and VAL field for grantee when tax basis is different.	DBS	GRANTOR & GRANTEE: Greater of consideration or value of interest conveyed.	1000	2000	1.00	5.00 1.67	20	3	18	1	*	5	\$55.67
DEED BARGAIN/SALE (Husband/Wife)	DBSHW							3	18	1		5	\$27.00
DEED BARGAIN/SALE (With Life Estate)	DBSLE	GRANTOR & GRANTEE: Greater of consideration or value of interest conveyed.	1000		0.50 0.50	2.50 0.83	20	3	18	1	*	5	\$51.33
DEED BARGAIN/SALE (Spouse)	DBSS							3	18	1		5	\$27.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED BARGAIN/SALE (Timeshare)	DBST	GRANTOR & GRANTEE: Greater of consideration or value of interest conveyed.	1000	2000	1.00 1.00	5.00 1.67	20	3	18	0	*	5	\$54.67
DEED of Confirmation	DC	212 fee when new grantee(s) added						3	18			5	\$26.00
DEED of Correction	DCOR	Use DCOR to record CON or VAL changes. A 212 transfer fee is added to record grantee name or property description changes.	1000		0.50 0.50	2.50 0.83	20	3	15	1	*	5	\$51.33
DEED (Corporate Name Change)	DCCN							3	10				\$13.00
DIVORCE DECREE	DD							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA 301	Tran	RCRF RWCF HRTF 014	TTF	Total Cost & Tax
					220	213	036	035	145	212	015 022	106	
Deed (Development Rights Transfer)	DDRT	GRANTOR & GRANTEE: Greater of consideration or value of interest conveyed.	1000	2000	1.00 1.00	5.00 1.67	20	3	18	0	*	5	\$54.67
DEED (Easement/Right of Way)	DE	GRANTEE: Value of easement in CON Utility easement no set value.	1000			2.50 0.83	20	3	18			5	\$49.33
DECLARATION statement	DEC							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED of Exchange	DEX	GRANTOR & GRANTEE: Total consideration of all parcels in CON field Total actual value of all parcels in VAL field When CON = \$0 for no cash exchanged, use VAL to tax on actual value of parcels.	1000	2000	1.00 1.00	5.00 1.67	20	3	36	2	*	10	\$79.67
DEED of Gift	DG							3	18	1		5	\$27.00
DEED of Gift & Assumption	DGA	GRANTEE: On assumed amount in VAL field		1000		2.50 0.83	20	3	18	1		5	\$50.33
DEED of Gift w/Life Estate	DGLE							3	18	1		5	\$27.00
DEED (Homestead)	DH							3	18			5	\$26.00
DISCLAIMER	DISC							3	18	1		5	\$27.00

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			Amo Consid & V	eration	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED (In Trust)	DIT	GRANTOR & GRANTEE: If trustee conveys to third party (other than the beneficiary)	1000		0.50 0.50	2.50 0.83	20	3	18	1	*	5	\$51.33
DEED (In Lieu of Foreclosure)	DLF	GRANTOR &GRANTEE: Greater of consideration or actual value	1000	2000	1.00 1.00	5.00 1.67	20	3	18	1	*	5	\$55.67
DEED/LEASE (Lease - Mineral)	DLM	For lease, \$25 maximum tax on gas, oil. If coal or mineral, \$50.	1000			2.50 0.83	20	3	18			5	\$49.33
DEED/LEASE (Deed-Mineral) Note: The FMS changes type to DLM after calculation.	DLM1	GRANTEE: Value of mineral, oil, gas interest in CON Field	1000			2.50 0.83	20	3	18	1		5	\$50.33
DEED/LEASE (Deed-Timber)	DLT	GRANTEE: Value of timber in CON Field	1000			2.50 0.83	20	3	18			5	\$49.33

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				ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED/LEASE (Deed-Timber) Note: The FMS changes type to DLT after calculation.	DLT1	GRANTEE: Value of timber in CON Field	1000			2.50 0.83	20	3	18	1		5	\$50.33
DEED of Assumption Allows \$.00 in CON and VAL fields	DOA	GRANTOR: Based on the equity amount (i.e., the difference between the sale price and the amount assumed) Place assumed value in the VAL field. GRANTEE: Based on the full value or sale price in CON	2000	1000	0.50 0.50	5.00 1.67	20	3	18	1	*	5	\$54.67
DEED of Consolidation	DOC							3	18			5	\$26.00
DEED of Dedication	DOD							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED of Dedication with Release	DODR	DOD with an attached Deed of Release (DR)				0.50		3	36			10	\$49.50
DEED of Distribution	DODS							3	18	1		5	\$27.00
DEED OF TRUST	DOT	GRANTEE: Amount of bonds/other obligations secured in CON field, or if not ascertainable fair market value of property conveyed in CON field.	1000			2.50 0.83	20	3	18			5	\$49.33
DEED of Partition	DP	212 transfer fee of \$1.75						3	18	1.75		5	\$27.75
DEED (Pursuant to Divorce)	DPD							3	18	1		5	\$27.00
DEED of Partial Release	DPR							3	18			5	\$26.00

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			Amo Conside & Va	eration		xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF 014	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	015 022	106	
DEED (Quit Claim)	DQC	GRANTOR & GRANTEE: Value of interest, right or claim in CON field	1000		0.50 0.50	2.50 0.83	20	3	18	1	*	5	\$51.33
DEED of Release	DR	GRANTEE: 039 tax of \$0.50				0.50		3	18			5	\$26.50
DEED of Restricted Covenants	DRC							3	18			5	\$26.00
DEED of Subordination	DS							3	18			5	\$26.00
DEED (Special Commissioner's)	DSC	GRANTOR & GRANTEE: Sale price in CON Greater of sale price/value in VAL	1000	1000	0.50 0.50	2.50 0.83	20	3	18	1	*	5	\$51.33
DEED OF TRUST (Additional Security)	DTAS							3	18			5	\$26.00
DEED TAX	DTAX	GRANTOR & GRANTEE: Greater of sale price or value in CON field	1000		0.50 0.50	2.50 0.83	20	3	18	1	*	5	\$51.33

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED OF TRUST (Construction Loan)	DTC	GRANTEE: Amount borrowed in CON field	1000			2.50 0.83	20	3	18			5	\$49.33
DEED OF TRUST (Credit Line)	DTCL	GRANTEE: Maximum amount of authorized credit in CON field	1000			2.50 0.83	20	3	18			5	\$49.33
DEED (Transfer on Death)	DTD	No tax when there is no consideration	1000	2000	1.00 1.00	5.00 1.67	20	3	18	1	*	5	\$55.67
DEED (Transfer on Death Revocation)	DTDR							3	18			5	\$26.00

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			Amo Conside & Va	eration	Ta: Gran Grai				Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
			0011	•/,12	038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED (Trustees on Foreclosure) Note: Can be used with one amount entered into the CON field when grantor and grantee tax basis is the same.	DTF	GRANTOR: 1st deed of trust, purchase price, or value of the interest, whichever is greater, of the foreclosure. GRANTEE: Based on the greater of fair market value or sale price in VAL.	2000	1000	1.00 1.00	5.00 1.67	20	3	18	1	*	5	\$55.67
DEED OF TRUST (Modified)	DTM	GRANTEE: Tax on difference between new loan amount in CON field and old loan amount in VAL field	2000	1000		2.50 0.83	20	3	18			5	\$49.33

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				ount eration alue	Tax Gran Grai	tor &			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
DEED OF TRUST Revolving Equity Line	DTR	GRANTEE: Tax on difference between new loan principal in CON field and old loan principal in VAL field	2000	1000		2.50 0.83	20	3	18			5	\$49.33
DEED OF TRUST (Supplemental)	DTS							3	18			5	\$26.00
DEED OF TRUST (Supplemental Indenture) Modified equity line loan, initial issue and supplemental Indenture, or wrap around deed of trust	DTSI	GRANTEE: Tax on difference between new principal in CON field and old principal in VAL field	2000	1000		2.50 0.83	20	3	18			5	\$49.33
DEED (Subdivision)	DV							3	18			5	\$26.00

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			Amo Conside & Va	eration	Ta: Gran Grai	tor &			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF 014	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	015 022	106	
DEED with Vendor's Lien	DVL	GRANTOR: Based on full consideration or value of the interest whichever is greater in CON field. GRANTEE: Based on the sum of the CON and the ASSUME/VAL (Value of Deed of Trust).	2000	1000	1.00 1.00	7.50 2.50	20	3	36	1	*	10	\$82.00
FEDERAL ORDER/DECREE Affecting Title to Real Estate	FODAR	§ 17.1-279(E) exempts government from 106 TTF fee						3	18				\$21.00
GRANT/ESCHEAT	GRANT							3	18			5	\$26.00
HAZARDOUS WASTE Memorandum	HWM	No taxes or fees apply. State exempt						0					\$0.00
LIEN for Assessment of Condominium	LAC							3	18			5	\$26.00

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			Consid	ount eration alue		kes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
LIST OF HEIRS	LH	Must be recorded in Will Book per §§ 64.2-509, 64.2-10						3	18			5	\$26.00
LIEN (Mechanics)	LM							3	18			5	\$26.00
LIEN by Property Owner's Assoc.	LN							3	18			5	\$26.00
LIEN (Notice by Taxpayer)	LNT							3	18			5	\$26.00
LIS PENDENS (Zoning Ordinance Violation)	LPZ							0					\$0.00
MASTER DEED OF TRUST	MDT							3	18			5	\$26.00
MEMORANDUM of Lien	MEML							3	18			5	\$26.00
MARRIAGE LICENSE	ML							3	18			5	\$26.00
NOTICE of Attachment	NA							3	18			5	\$26.00
NOTICE of Lien	NL							3	18			5	\$26.00
NOTICE of Lis Pendens	NLP							3	18			5	\$26.00

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			Consid	ount eration alue	Gran	xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed 036	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF 014 015	TTF	Total Cost & Tax
					220	213			145		022		
NOTICE of Relinquish/Acceptance	NRA							3	18			5	\$26.00
ORDER (Annexation)	OAN							3	18			5	\$26.00
ORDER (Confirming Condemnation)	OCC							0					\$0.00
ORDER (Confirm Certificate Revision)	OCCR							0					\$0.00
ORDER (Confirming Drawdown)	OCD							3	18			5	\$26.00
ORDER (Decree Appt Guardian)	ODAG							3	18			5	\$26.00
ORDER/DECREE (Affecting Title)	ODAR							3	18			5	\$26.00
ORDER/DECREE (Bankruptcy) Bankruptcy Certificate	ODRB							3	18			5	\$26.00

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			Amo Conside & Va	eration		xes tor & ntee			Fe	ees			
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
ORDER (Drilling Units)	ODU	301 clerk fee of \$10.00 plus \$1 each page per § 45.1-361.26.						3	10				\$13.00
ORDER (Escheat Verdict)	OEV	No taxes or fees apply. State exempt						0					\$0.00
ORDER (Immunity from Annexation)	OIA							3	18			5	\$26.00
ORDER (Name Change)	ONC	No taxes or fees apply						0					\$0.00
ORDER (Name Change Pursuant to Divorce)	ONCD	No taxes						3	18			5	\$26.00
OPTION	ОР	GRANTEE: Option paid amount in CON field	1000			2.50 0.83	20	3	18			5	\$49.33
OPTION with Lease	OPL							3	18			5	\$26.00
OVERSIZED PLAT/MAP	ОРМ	301 clerk fee is \$13.50						3	17			5	\$25.00
ORDINANCE	ORD							3	18			5	\$26.00
ORDER	ORDER							3	18			5	\$26.00

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		Amount Consideration & Value		Taxes Grantor & Grantee									
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
ORDINANCE of Vacation/Abandon	ORDV							3	18			5	\$26.00
OTHER	OTHER							3	18			5	\$26.00
POWER OF ATTORNEY	PA							3	18			5	\$26.00
POWER OF ATTORNEY (Revocation)	PAR							3	18			5	\$26.00
PLATS/MAPS with Dedication	PLD							3	18			5	\$26.00
PERMANENT LOAN (Deed of Trust)	PLDOT	GRANTEE: Tax on difference between permanent loan amount in CON field and old construction loan balance in VAL field	2000	1000		2.50 0.83	20	3	18			5	\$49.33
PLATS/MAPS	PM							3	18			5	\$26.00
RELEASE APPOINT	RA	Additional clerk fee 301 @ \$5 per § 64.2-2730(D)						3	19.50 3.5			5.0 0	\$31.00

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			Amount Consideration & Value		Taxes Grantor & Grantee								
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
REPORT of Board Findings or Order	RBFO	301 clerk fee is \$10						3	10				\$13.00
REAL ESTATE AFFIDAVIT Note: Same as AFI	REA	Must be recorded in Will Book per §§ 64.2-509, 64.2-510						3	18			5	\$26.00
DOCUMENT OF RESCISSION	REC							3	18			5	\$26.00
REAL ESTATE INVESTMENT TRUST	REIT							3	18			5	\$26.00
RECLAMATION DEED	RLIEN												\$0.00
RELEASE (Right of First Refusal)	RELRFR							3	18			5	\$26.00
RESTRICTION	REST							3	18			5	\$26.00

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	Type G		Amount Consideration & Value		Taxes Grantor & Grantee								
Instrument Description		Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
REFINANCE (Deed of Trust)	RFDT	GRANTEE: Tax based per § 58.1-803(E) and paid on that portion of the amount of the bond or other obligation secured thereby in CON field.	1000			1.80 0.60	20	3	18			5	\$48.40
RIGHT OF FIRST REFUSAL	RFR							3	18			5	\$26.00
RE-RECORDING of Instrument	RI							3	18			5	\$26.00
RE-RECORDING of Instrument Note: The FMS changes type to RI after calculation.	RI2	212 transfer fee added to re- record for grantee name or property description change.						3	18	1		5	\$27.00
RIDER	RIDER							3	18			5	\$26.00
RELEASE (Lis Pendens)	RLP							3	18			5	\$26.00

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			Amount Consideration & Value		Taxes Grantor & Grantee								
Instrument Description	Deed Type Code	Tax Base Grantee & Grantor	CON	VAL	State Local	State Local	Deed	VOF	Clerk VSLA	Tran	RCRF RWCF HRTF	TTF	Total Cost & Tax
					038 220	039 213	036	035	301 145	212	014 015 022	106	
RELEASE (Mechanics Lien)	RML							3	18			5	\$26.00
REASSIGNMENT (Parking Space)	RPS							3	18			5	\$26.00
SUBORDINATE (Agreement)	SAG							3	18			5	\$26.00
SUBSTITUTE TRUSTEE	ST							3	18			5	\$26.00
WRITTEN ACT of Reentry	WAR	GRANTEE: Claim value in CON	1000			2.50 0.83	20	3	18			5	\$49.33
WAIVER	WAV							3	18			5	\$26.00
WILL (Copies & Intes tate Affidavits)	WILL	Intestate Affidavits: Must be recorded in Will Book per §§ 64.2-509, 64.2- 510						3	18			5	\$26.00