

PRIA Certified Copies Work Group

Certified Copies
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Louisville, KY

Certified Copies statute review

Initial review of state statutes reveals that there are no definitions of a certified copy content but only that the Recorder issues the certified copies and **determines** the fees that are allowed to be charged for these copies.

There are indications in state statutes that the certified copy is as effective as the original.

Certification Outline

1. A certified copy should include a certification stamp that includes the following attributes to indicate that it is indeed certified:

- Signature of authorized person in the Recorder's Office
- Jurisdiction seal
- Jurisdiction and state identification
- Date of certification
- Certification statement, for example, "I hereby affirm that this document is a true and certified copy of the original document on file at the county registry..."

Certification Outline

2. The certification stamp or raised seal should be placed on each page of the document. If space on each individual page does not allow for a stamp, the certification stamp should be placed on the backside of the page

Certification Outline

3. Only documents in their entirety should be certified; not partial pages of a document.

4. Preferred certification ink is "red" to distinguish the certification mark from black ink. This also helps indicate that the copy is not a copy of the certified copy.

Electronic Certification

5. The jurisdiction should provide a verification method to prove an electronic certification is valid.

Example: John Smith gets an electronic certified copy of his mortgage and presents it to the court or another government entity or official in paper form, how do they know it is certified? Unless John Smith has a way to transmit this certified copy electronically to its intended recipient he would have to print it out on paper.



A True and Correct Copy of Original Record Filed in Tarrant County, TEXAS
 Verify Certification at <https://tcrecordsonline.com>
 Verify Key: p4eg3kf

Tarrant County Clerk

Mary Louise Garcia

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Lawyers Title GF# **2030001402**
 Electronically Recorded
 Official Public Records

Tarrant County Texas
 11/16/2012 3:39 PM
D212283483

PGS 2 \$20.00

Mary Louise Garcia
 Submitter: ACS
NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

LTC GF No. 2030001402

**Special Warranty Deed
 with Vendor's Lien**

DATE: November 15, 2012, to be effective November 16, 2012

GRANTOR: Grand Homes 2003, L.P., a Texas Limited Partnership

GRANTOR'S MAILING ADDRESS: 15455 Dallas Parkway, Suite 1000, Addison, Texas 75001

GRANTEE: Neal B. Jones and Cheryl D. Jones, husband and wife

GRANTEE'S MAILING ADDRESS: 3011 England Parkwav. Grand Prairie. Texas 75054



COUNTY CLERK

Verify Document

Verification Key

Item	Doc Id	Download Status	Doc Type	Recorded
1	D212283483	Certified Download Ready	WARRANTY DEED	11/16/2012

Closing or Thank You Slide

Brian Ernissee

Nationwide Title Clearing, Inc.

Brian_ernissee@nwtc.com

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