COSHOCTON COUNTY AUDITOR

REAL ESTATE ROUTING SHEET

**(This routing sheet is to be used only when documents left at Auditor’s office are to be forwarded to other county offices.)**

DATE

Name and Address of Party to Whom Documents are to be returned:

Documents Enclosed: (check all that apply)

 Deed Mortgage **\***Convey. Form Other

**\* Please make sure your conveyance form is signed and all questions are answered.**

This document to be: (check all that apply)

 Description Approval Transferred Forward to Recorder\* \_\_\_\_\_\_\_\_\_ Hold for me

\*NOTICE: This office does NOT check for updates prior to forwarding to the Recorder. If you want to check for updates prior to recording, please do not request “Forward to Recorder”.

Fees Enclosed: \_\_\_\_\_\_\_\_ Cash \_\_\_\_\_\_\_\_\_ Check

$ Transfer $ Conveyance $ Recording

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Representative

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**Auditor’s Use Only:**

Accepted\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Not Accepted for the following reasons: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHRISTINE R. SYCKS, Coshocton County Auditor**