



**SENATE SUBSTITUTE AMENDMENT 1,
TO 1995 SENATE BILL 4**

June 8, 1995 - Offered by COMMITTEE ON STATE GOVERNMENT OPERATIONS AND
CORRECTIONS.

1 **AN ACT to amend** 59.57 (12a) (a), 157.07 (3) and 706.05 (1); and **to create** 59.517
2 of the statutes; **relating to:** requiring the standardization of documents
3 recorded in the office of a register of deeds.

*The people of the state of Wisconsin, represented in senate and assembly, do
enact as follows:*

4 **SECTION 1.** 59.517 of the statutes is created to read:

5 **59.517 Standard format requirements for recorded documents. (1)**

6 Except as provided in subs. (4) and (5), no document may be recorded in the office of
7 a register of deeds unless it substantially complies with all of the following on the
8 first page of the instrument:

9 (a) The name of the instrument is clear and is located not less than 0.5 inch nor
10 more than 3 inches from the top of the document. If more than one instrument name
11 is given, the first name given shall be used for indexing purposes.

12 (b) A horizontal area within 3 inches of the top of the instrument in the upper
13 left corner of the instrument, not less than 0.5 inch by 2 inches, is left blank for the
14 unique document number.

1 (c) An area in the upper right corner of the instrument, at least 3 inches by 3
2 inches, is left blank for recording information.

3 (d) A horizontal area for the return address, at least one inch by 3 inches, is on
4 the instrument in one of the following areas:

5 1. Directly below the recording information area described under par. (c).

6 2. Directly below the document number area described under par. (b).

7 3. Directly below the name of the instrument if the return address does not
8 extend further than 3 inches from the top of the instrument.

9 (e) 1. Subject to subds. 2. and 3., a space and a line are provided directly below
10 the return address information and the line is labeled as “parcel identifier number”,
11 “parcel identification number”, “parcel ID number”, “parcel number” or “PIN”.

12 2. If multiple parcels are affected by the instrument, the line described under
13 subd. 1. may be used to refer the reader to another area of the instrument where the
14 parcel identifier number is located.

15 3. Subdivision 1. applies only in a county whose board requires the use of a
16 parcel identifier number.

17 (f) The margins on the bottom and sides of the instrument are at least 0.25 inch.

18 **(2)** Except as provided in subs. (4) and (5), no document may be recorded in the
19 office of a register of deeds unless it substantially complies with all of the following:

20 (a) The paper is white and the weight of the paper is at least 20 pounds per ream
21 for sheets 8.5 inches by 11 inches. If a different size sheet is used, the weight per ream
22 shall be proportioned accordingly, but shall meet this standard.

23 (b) The page width is 8.5 inches and the page length is either 11 inches or 14
24 inches. The maximum deviation from any of these measurements may not exceed
25 0.25 inch.

1 (c) A multipage instrument is not hinged or otherwise joined completely at the
2 top or sides.

3 (d) The names of the grantee and grantor, the return address and the legal
4 descriptions are clear and large enough and dense enough to be reproduced or read
5 by a copy machine and a microfilm camera or optical scanner to the extent that the
6 image captured is legible.

7 (e) The ink is black or red, except that signatures and coded notations on maps
8 may be other colors.

9 (f) The top margin of each page is 0.5 inch, except that company logos may
10 appear within this margin if they do not interfere with any of the other requirements
11 of this section.

12 **(3)** The register of deeds shall provide, upon request, a blank form which a
13 person may complete and use as the first page of an instrument that the person seeks
14 to record. The blank form shall be provided without charge and shall conform to the
15 provisions of subs. (1) and (2).

16 **(4)** Subsections (1) and (2) do not apply to any of the following instruments:

17 (a) Copies of documents that are certified by the state or by a city, village, town
18 or county, or by a subunit or instrumentality of any of the foregoing.

19 (b) Rerecorded documents.

20 (c) Filed documents.

21 **(5)** Every instrument that the register of deeds accepts for recordation under
22 this section shall be considered recorded despite its failure to conform to one or more
23 of the requirements of this section, if the instrument is properly indexed in a public
24 index maintained in the office of the register of deeds.

25 **SECTION 2.** 59.57 (12a) (a) of the statutes is amended to read:

1 59.57 (12a) (a) In this section, "page" means one side of a single sheet of paper
2 not larger than 8 1/2 by 14 inches using type not smaller than 6-point type. Each
3 rider attached to a document shall be considered an additional page. If any
4 instrument is presented for recording or filing which is larger than 8 1/2 by 14 inches
5 or if the type is smaller than 6-point, the fee for recording or filing the instrument
6 shall be twice the fee per page specified under subs. (1) (a) and (6a).

7 **SECTION 3.** 157.07 (3) of the statutes is amended to read:

8 157.07 (3) The plat or map shall be made on one or more sheets of durable white
9 paper pasted on muslin so that they cannot be detached. To facilitate the binding of
10 the sheets into volumes, as provided by s. 236.25, the sheets shall be of uniform width
11 of 22 inches and length of 30 inches muslin-backed white paper that is 22 inches
12 wide by 30 inches long, or reproduced with a photographic silver haloid image on
13 double matt polyester film of not less than 0.004 inch thickness that is 22 inches wide
14 by 30 inches long. Seals or signatures that are reproduced on images that comply
15 with this subsection have the force and effect of original seals and signatures. When
16 more than one sheet is used for any one plat or map, they shall be numbered
17 consecutively and each sheet shall contain a notation showing the whole number of
18 sheets in the plat, and its relation to the other sheets. The sheets may be provided
19 by the county through the register of deeds on terms determined by the county board.
20 The surveyor shall leave a binding margin of 1 1/2 inches on the left side of the
21 30-inch length and a one-inch margin on all other sides.

22 **SECTION 4.** 706.05 (1) of the statutes is amended to read:

23 706.05 (1) Every Subject to s. 59.517, every conveyance, and every other
24 instrument which affects title to land in this state, shall be entitled to record in the
25 office of the register of deeds of each county in which land affected thereby may lie.

