



## 1995 SENATE BILL 4

January 5, 1995 - Introduced by Senators RUDE, DRZEWIECKI, C. POTTER, COWLES, ANDREA, MOEN, BUETTNER and DARLING, cosponsored by Representatives LADWIG, KLUSMAN, GRONEMUS, MUSSER, PORTER, TURNER, DUFF, OTTE, RYBA, MEYER, SILBAUGH, HAHN, WIRCH, BAUMGART, OWENS, LEHMAN, OTT, KAUFERT, WARD, SCHNEIDERS and WOOD. Referred to Committee on State Government Operations and Corrections.

1 AN ACT to create 59.517 of the statutes; relating to: requiring the  
2 standardization of documents recorded in the office of a register of deeds.

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### *Analysis by the Legislative Reference Bureau*

This bill requires that a standard format be used for most documents recorded in the office of a register of deeds. The standardization requirements include margin sizes, paper weight, ink color and the dimensions of certain areas on the documents.

For further information see the *state and local* fiscal estimate, which will be printed as an appendix to this bill.

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

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

4 **59.517 Standard format requirements for recorded documents. (1)**

5 Except as provided in sub. (2), no document may be recorded in the office of a register  
6 of deeds unless it is a single instrument that documents a single transaction or notice  
7 and unless it substantially complies with all of the following:

8 (a) The name of the instrument is clear, is written across the center top of the  
9 document and is located not less than .25 inches nor more than 3 inches from the top  
10 of the document.

1 (b) An area within 3 inches of the top of the instrument in the upper left corner  
2 of the instrument, not less than .5 inches by 2 inches, is left blank for the unique  
3 document number.

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

6 (d) An area for the return address, at least 1 inch by 3 inches, is on the  
7 instrument in one of the following areas:

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

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

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

12 (e) 1. Subject to subds. 2. and 3., a space and a line is provided directly below  
13 the return address information and the line is labeled one of the following:

14 a. Parcel identifier number.

15 b. PIN.

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

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

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

24 (g) Page width is 8.5 inches and page length is either 11 inches or 14 inches.  
25 The maximum deviation from any of these measurements may not exceed .25 inches.

1 (h) A multi-page instrument is not hinged or otherwise joined completely at  
2 the top or sides.

3 (i) The names of the grantee and grantor, the return address and the legal  
4 descriptions are printed in type with a font size not less than 8 point and the type is  
5 clear and dense enough to be reproduced or read by a copy machine, microfilm  
6 camera or optical scanner to the extent that the image captured is legible.

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

9 (k) The margins on the bottom and sides of the instrument are at least .25  
10 inches.

11 **(2)** Subsection (1) does not apply to any of the following instruments:

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

14 (b) Rerecorded documents.

15 (c) Filed documents.

16 **SECTION 2. Effective date.**

17 (1) This act takes effect on the first day of the 6th month beginning after  
18 publication.

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(END)