

# State of Wisconsin



1995 Senate Bill 4

Date of enactment: **December 6, 1995**  
Date of publication\*: **December 20, 1995**

## 1995 WISCONSIN ACT 110

AN ACT to amend 59.57 (12a) (a), 157.07 (3) and 706.05 (1); to repeal and recreate 59.517 (4) (a); and to create 59.517 of the statutes; relating to: requiring the standardization of documents 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:*

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

**59.517 Standard format requirements for recorded documents.** (1) Except as provided in subs. (4) and (5), no document may be recorded in the office of a register of deeds unless it substantially complies with all of the following on the first page of the instrument:

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

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

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

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

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

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

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

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

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

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

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

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

(a) The paper is white and is at least 20 pound weight.

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

\* Section 991.11, WISCONSIN STATUTES 1993-94: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication as designated" by the secretary of state [the date of publication may not be more than 10 working days after the date of enactment].

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

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

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

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

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

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

(a) Originals or certified copies of documents that are submitted by the state or by a city, village, town or county, or by a subunit or instrumentality of any of the foregoing.

(b) Rerecorded documents.

(c) Filed documents.

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

**SECTION 1m.** 59.517 (4) (a) of the statutes, as affected by 1995 Wisconsin Act .... (this act), is repealed and recreated to read:

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

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

59.57 (12a) (a) In this section, "page" means one side of a single sheet of paper not larger than 8 1/2 by 14 inches using type not smaller than 6-point type. Each rider at-

ached to a document shall be considered an additional page. If any instrument is presented for recording or filing which is larger than 8 1/2 by 14 inches or if the type is smaller than 6-point, the fee for recording or filing the instrument shall be twice the fee per page specified under subs. (1) (a) and (6a).

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

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

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

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

**SECTION 5. Effective dates.** This act takes effect on the first day of the 9th month beginning after publication, except as follows:

(1) The repeal and recreation of section 59.517 (4) (a) of the statutes takes effect on the first day of the 18th month beginning after publication.