



6 REASONS THE COUNTY RECORDER WOULD REJECT YOUR DOCUMENTS

The Ventura County Recorder's Office has recently required all recordings and re-submissions to be completed by 12 o'clock noon.

Every once in a while, the unthinkable happens, and the document that is sent to the California County Recorder's office for recording is rejected or "pulled." This means that the closing can't happen, the Buyer can't move in, and the Seller won't get their net proceeds until the problem is corrected. To avoid mishaps like these, here is a list of 6 common reasons for rejection:

1 Incomplete Transfer Tax Affidavits

Each California county has its own requirements for the Transfer Tax Affidavits. See the appropriate County Assessors Website for requirements.

2 Miscellaneous Corrections

Cover pages should only include the following: Title of the document, Recording Request By, the return address, SB2 exemption (if applicable), and the reason for re-recording.

3 Attachments not Referenced or Missing on the Deed

All attachments, riders, etc., must be referenced in the body of the deed, and attachments need to be labeled.

4 Incomplete Preliminary Change of Ownership Report (PCOR)

Many are incomplete or have the incorrect purchase price. All sections of the PCOR that apply must be completed.

5 Name, Caption, and Signature Point Variances

The document's caption, the typed name under/above the signature point, and the parties acknowledged must be the same. "over notarizing" is no longer accepted by the recorder.

6 The Notary Seal is Illegible or Incomplete Notary Form

There is required information to be entered on a standard notary acknowledgment: Name of state, name of the county where the notarization took place, the date, the name of the notary, and title of "Notary Public," and all the names of the signers. The notary seal must be readable for a clarity form to be accepted by the recorder.