

Document Formatting Standards
Effective in NC – July 1, 2002
(G.S. 161-14(b))

Documents recorded on or after July 1, 2002, must meet **GS 161-14(b)** as follows:

1. Be presented on 8 ½ x 11 or 8 ½ x 14 paper
2. Contain blank margins
 - a. At least 3” at the top of the first page
 - b. At least ½” on three other sides of first page
 - c. At least ½” on all sides of subsequent pages
3. Be typed or printed in black on white paper
4. Be in a legible font no smaller than 10 points
 - a. Blanks in an instrument may be completed in pen
 - b. Corrections to an instrument may be made in pen
5. Text must be typed or printed on one side of a page only
6. Type of instrument must be stated at the top of the first page, below the margin

**If an instrument does not meet these requirements,
the register of deeds will record the instrument after collecting
the fee for non-standard documents (\$25).**