



For Immediate Release

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*****PUBLIC SERVICE ANNOUNCEMENT*****

SAME-DAY RECORDING GUARANTEED FOR ELECTRONIC RECORDS SUBMISSIONS

SAN FRANCISCO – In furthering the Office’s commitment to customer service, Assessor Chu is announcing the goal of same-day recordings for all complete documents submitted electronically before 2 PM.

“We hope our commitment to same day electronic recording incentivizes our partners to use this new online recording option. We understand that timely recording is vital for our customers. In addition to the benefit of being able to record public documents from the convenience of your office, electronic recording also saves the City in processing time and postage – it is clearly a win-win for everyone involved,” expressed Assessor Chu.

In April 2013, Assessor Carmen Chu first launched a convenient and secure online recording process for San Francisco called Electronic Recording or “E-Recording”. E-Recording is the electronic submission of official documents for recording from an outside source to the Recorder’s Division. An authorized Submitter, certified by the California Department of Justice, may be a title insurer, title company, institutional lender or government entity. Every year the over 200,000 documents are recorded with the Office of the Assessor-Recorder and preserved for the public record. These records include vital documents such as public marriage licenses issued in San Francisco, property deeds and liens.

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