

Frequently asked real estate questions

The Recorder of Deeds office is governed by the statutes of Missouri, and records, maintains and preserves the real estate land records of Clay County.

Q: How do I change my name; add someone to my deed or remove someone from my deed?

A: We can not change a recorded document as it is permanent record. If you want to make changes to the title, a new document would need to be prepared and recorded at current recording fee rate. We do not have any blank forms nor can not prepare a document for you. You may either prepare it yourself or contact a real estate attorney to prepare it on your behalf. If you choose to prepare it yourself you will need a standardized form (Quit Claim Deed or Warranty Deed) that meets Missouri formatting requirements. There is no longer a local place to purchase the standard form locally. You may be able to find Missouri standardized forms on the internet, or at a local office supply retailer. Contact Demaree Legal Stationery at 913-362-1644.

Q: Are there any liens on my property?

A: It is against state statutes for us to perform searches of the records and make determinations regarding the same. There is a public access room or internet access to our records from 1986 to date, or contact a title insurance company to do the research work on your behalf.

Q: How do I get a copy of my deed and/or legal description?

A: Our records are indexed alphabetically by name, not geographically located. We have nothing referenced by address or location. Therefore, it is best to make a stop at the Clay County Assessor's office, real estate division, and get a printout of your property. They have the information formatted by address. They should have the book and page of the deed referenced and that will enable us to expedite your copy request.

Q: I've paid off my house, when do I get my title?

A: A house is not like an automobile in that when you pay it off you get the title. You should receive the title to your house shortly after you purchase it. It will be a deed from the seller conveying the property unto you.

Q: What are your recording fees?

A: Our recording fees are based upon page count; \$24 for the first page and \$3 for each additional page per document.

Q: Do I need to record this document?

A: We do not determine what documents need to be recorded. We are here to make sure that the documents presented to us for recordation meet all the state requirements, and then once recorded are maintained permanently.

Q: Do you accept debit or credit cards?

A: No we only accept cash or check. Please note that we don't start with a lot of cash on hand therefore, smaller bills are appreciated.

Q: Can you fax me a copy?

A: Unfortunately no we do not have a fax machine in our office. We do have to charge for our copies; therefore we must receive payment before we can turn the copy over to you.

Q: Can you tell me how much a house sold for?

A: No, sales price is not of public record in Clay County. A Deed of Trust will tell you how much they borrowed on the property. The Clay County Assessor's office may be able to tell you the market value for the area.

Q: Can you tell me when my house was built?

A: Our records do not pertain to the structure on the property, but to the land itself. You may research our records to see if there were any deeds involving a builder. Or, the Assessor's office may be able to give you a general idea of when the property went from being assessed as vacant to being assessed with improvements.

Q: Do you know what houses are being foreclosed or sold on the courthouse steps?

A: No office in Clay County tracks foreclosures or has a list of any kind. For information regarding foreclosures please check the Kearney Courier or The Excelsior Springs Daily Standard, then contact the trustee listed in the notice.