

Register & Recorder

Kathy Rinehart
Register and Recorder
Register of Wills
Recorder of Deeds
Clerk of Orphans' Court



Kimber Smith
Deputy Register of Wills
Ashley Harman
Deputy Recorder of Deeds
Deb Pietrovito
Clerk IV

Register & Records' Office

Lycoming County Court House
48 W Third Street
Williamsport, PA 17701
Phone (570) 327-2263
Fax (570) 327-6790

EFFECTIVE DECEMBER 1ST 2019

All deeds that require a registration form need to have the registration form attached and completed at the time the deed is filed. We are attaching a list for your reference of the city/boros/twps that require a registration form. Starting December 15th deeds without the required completed registration form will be rejected.

If a statement of value form is required for a deed please see attached list as to how many copies of that form are needed. We always need at least two and certain twps/boros require more.

We are requiring return information to be placed on all incoming documents. The back of the document is the preferred placement for this information. If there is "mail to" information on the front of the document and you do not wish for it to be returned there, it will need to be crossed out. Then note on the back of the document where it should be returned to. If the document is not being returned into a mail box in our office an envelope will need to be provided.

For those who are already completing these items we thank you. Having everyone's cooperation in these matters is greatly appreciated. Participation from all will help relieve potential errors.

THANK YOU

Register and Recorder Staff

Lycoming County
Registration & Statement of Value Requirements

City/Twp/Boro	School Dist	Reg	SOV	City/Twp/Boro	School Dist	Reg	SOV
Anthony Twp	JS	no	2	Mifflin Twp	JS	YES	2
Armstrong Twp	SWMPT	no	2	Mill Creek Twp	ELS	no	2
Bastress Twp	JS	no	2	Montgomery Boro	MTGY	YES	2
Brady Twp	MTGY	YES	2	Montoursville Boro	MTSV	YES	3
Brown Twp	JS	YES	2	Moreland Twp	ELS	YES	2
Cascade Twp	MTSV	YES	2	Muncy Boro	MUN	YES	2
Clinton Twp	MTGY	YES	2	Muncy Creek Twp	MUN	YES	2
Cogan House Twp	STIOGA	no	2	Muncy Twp	MUN	YES	2
Cummings	JS	YES	2	Nippenose Twp	JS	no	2
Duboistown Boro	SWMPT	YES	2	Old Lycoming Twp	WMSPT	YES	2
Eldred Twp	MTSV	YES	2	Penn Twp	ELS	no	2
Fairfield Twp	MTSV	no	2	Piatt Twp	JS	YES	2
Franklin Twp	ELS	YES	2	Picture Rocks Boro	ELS	no	2
Gamble Twp	MTSV	YES	2	Pine Twp	WELLS	no	2
Hepburn Twp	WMSPT	YES	2	Plunketts Creek Twp	MTSV	YES	2
Hughesville Boro	ELS	no	2	Porter Twp	JS	YES	2
Jackson Twp	STIOGA	no	2	Salladasburg Boro	JS	no	2
Jersey Shore Boro	JS	YES	2	Shrewsbury Twp	ELS	no	2
Jordan Twp	ELS	no	2	So Williamsport Boro	SWMPT	YES	3
Lewis Twp	WMSPT	no	2	Susquehanna Twp	SWMPT	YES	2
Limestone Twp	JS	YES	2	Upper fairfield Twp	MTSV	YES	2
Loyalsock Twp	LOY	YES	2	Washington Twp	MTGY	no	2
Lycoming twp	WMSPT	YES	2	Watson Twp	JS	YES	2
Mchenry Twp	JS	YES	2	Williamsport City	WMSPT	YES	3
Mcintyre Twp	CAN	no	2	Wolf Twp	ELS	YES	2
McNett Twp	CAN	no	2	Woodward Twp	WMSPT	YES	2

EXAMPLE FORM

Registration of Property, City of Williamsport, PA

Owners or agents must fill out this blank, and bring same with their deed that it may be registered.

If property is devised by Will, state name, and insert date of probate and Will Book, and bring copy of Will that it may be registered.

If property is inherited under the intestate law, state name and insert date of death and names of all the owners.

If property is acquired by partition proceedings, decree of the Orphan's Court, etc., insert date of decree and where recorded.

If change of name has occurred by reason of marriage, etc., insert present name as owner.

Former Owner:

Date of Change

201900029377

Filed for Record in

LYCOMING COUNTY PA

KATHY RINEHART

11-22-2019 At 03435 Pa.

DEED 78.75

STATE TAX 1330.00

LOCAL TAX 1330.00

OR book 9201 Page 3046 - 3048

Consideration \$133,000.00

Present Owner:

Deed Book

Vol.

Page

201900029377

Exempt Status - N

STATE TAX \$ 1330.00

LOCAL TAX \$ 1330.00

Street and Number: 922 Grampian Boulevard, Williamsport, PA 17701

\$65.00 WILLIAMSPORT, CITY

\$ 665.00 WILLIAMSPORT AREA SCHOOL DISTR

Description of Property

(which must be an exact copy of the deed, including recital, easement and reservations)

Please keep each description on separate blank or blanks.

ALL that certain piece, parcel and lot of land situate in the City of Williamsport, County of Lycoming and Commonwealth of Pennsylvania, bounded and described as follows:

BEGINNING at a point on the southern side of Grampian Boulevard, said point being one hundred twenty-five (125) feet west of the southwest corner of Grampian Boulevard and Chestnut Street; thence in a westerly direction along the southern side of Grampian Boulevard, seventy-five (75) feet to the eastern line of land now or formerly of Brooks Reese, et ux., to an iron pin; thence in a southerly direction along the same, one hundred ten (110) feet to an iron pin and northern line of land now or formerly of Leah Mae Phillips; thence in an easterly direction along the same, seventy-five (75) feet to an iron pin and land now or formerly of Eben P. Hough, et al; thence in a northerly direction along the same, one hundred forty (140) feet, more or less, to a point on the southern side of Grampian Boulevard, the place of beginning.

FOR IDENTIFICATION PURPOSES ONLY being known as Tax Parcel No. _____
the Office of the Lycoming County Tax Assessor.



Signature of Owner or Agent _____

Do not alter size of blank in any manner

Registration of Property
_____ **Twp, Boro, City**
Lycoming County

Owners or agents must fill out this blank and bring same with their deed that it may be registered. If property is devised by will, state same, and insert date of probate and will book, and bring copy of will that it may be registered. If property is inherited under interstate law, state name and insert date of death and names of all owners. If property is acquired by partition proceedings, decree by the Orphans' Court, etc. insert date of decree and where recorded. If change of name has occurred by reason of marriage, etc., insert present name as owner.

Former Owner (grantor at time of sale)

[Name]

Present Owner (who deed is going in to)

[Name]

Date of change:

Consideration:

Deed Book/Page:

Description of Property

(Which must be an exact copy of the deed, including recital. Easements and reservations)

Signature of owner or agent _____