

Improved Services Spell Progress In Duplin Register Of Deeds Office



Mrs. Christine W. Williams and staff in one of many sessions to discuss new laws and new responsibilities. Left to right: Mrs. Julia B. Hinson, Mrs. Madeline E. Kornegay, Mrs. Judy B. Smith, Mrs. Williams, Mrs. Ruth S. Herring, Mrs. Patricia R. Williams, and Miss Jenell Kirby.



Excise Stamp Tax is applied to a deed with the use of a new Tax Meter Machine. A new law passed by the 1967 State Legislature became effective January 1, 1968 which requires the Register of Deeds to collect \$04 for each \$500 or portion of \$500 of the sale price on land transfers and makes failure to pay such a tax a misdemeanor. This tax is deposited in the county General Fund and replaces the Federal Stamp Tax which became obsolete on December 31, 1967.



Mrs. Williams and Mrs. Judy B. Smith, Assistant Register of Deeds, observe indexing by data processing in Columbus, Ohio, last October and study method of preparing carbon copies of all real property indexing for storage so that in the future the copy might be used for printing out a new index by data processing in case the permanent indexes in the office of the Register of Deeds should meet with disaster.



Mrs. Julia B. Hinson, Assistant Register of Deeds, assigns the book and page with a numbering machine for attorney Robert L. West in preparing a deed for instant recording. Filing

time will then be marked, a copy of the deed made on the copier shown above and the original deed handed back to Attorney West.

INSTANTANEOUS RECORDING OF REAL PROPERTY DOCUMENTS

The system of Instantaneous Recording has untold merit in security and reproduction features and is the newest system available in the United States. It is being used in only a few counties to date. Installation of the new system in Duplin County was completed on January 1, 1968 and not only gives our people the fastest and most permanent recording and indexing system available but it gives them the one that offers the most security.

Here's how the process works. A person brings in a deed to be recorded. He hands the deed to an Assistant Register of Deeds who explains the new excise stamp tax which became effective January 1. He pays the fees for the stamp tax and the probate and recording to the Assistant Register of Deeds. The Assistant Register of Deeds inserts the deed in the new excise stamp tax machine and punches the key for the amount of tax being paid. This stamp tax goes into the County General Fund as does the probate and recording fees. The assistant then checks the acknowledgment of the Notary Public and if found to be correct, probates the deed, marks the filing time and assigns a book and page number to the deed. (Probate of documents was done by the Clerk of Court until October 1, 1967 when the law was changed for the Register of Deeds to perform this function.)

The deed then goes immediately to the photographing machine that quickly makes a temporary photocopy of the document. Comparison is made with the original to make sure the copy is completely legible. Then, the original deed is returned to the person who brought it in for recording. Elapsed time is well under ten minutes. Even as the person who brought in the deed is walking down the hall the key part of the recording system is taking place. The temporary photocopy of the deed is immediately given to the index assistant. The indexing information is typed on a special form which eliminates handwritten entries. The form has pre-cut sensitized strips and two carbon copies. Each line of information, on a pre-cut strip, is peeled from

the form. The strips are posted immediately to the appropriate new index books which were started January 1 of this year. The sensitized nature of the strips insures their permanent adherence to the page. This is the "current" index. It is immediately "up-to-date" for the convenience of any person searching the records. Of the two carbon copies of the typed index information, one is used by the Register of Deeds office for checking and for an additional office record; the other copy will be stored for security purposes. All information typed on the index forms is prepared in every respect to include requirements so that the security copy may be used at a later day in printing a new index by data processing. This will be a real advantage in case a sheet or a book or all of the index books might meet with disaster in the future where the printing of a new index by data processing might be advisable. All or a part of the security copy could be sent to one of the two companies which prepare indexes from such properly prepared index entries. To study the proper preparation of index forms so that they will meet the needs of future data processing, Mrs. Williams and Mrs. Judy B. Smith, Index Assistant, made a trip to Columbus, Ohio, last October at no expense to the county.

After the temporary photocopy of deeds and other real property documents are indexed, they are permanently recorded on 100 percent pure rag bond paper guaranteed to last 300 years by use of a Photo Recorder and the permanent copy placed in a binder for the use of the public. Two copies of security microfilm are then made in the office of the Register of Deeds from the temporary copies. The temporary copies of deeds are delivered to the County Tax Supervisor by request of the County Commissioners to be used in the listing of property for taxes. In 1962 all permanent recordings in the Duplin office were put on microfilm for security purposes and since that time Mrs. Williams has put all permanent recordings on microfilm for safekeeping as current permanent recordings were being made.

AIDING SOCIAL SECURITY APPLICANTS

Most of the 1100 Duplin County residents who last year filed claims for Social Security benefits visited the Duplin County Register of Deeds office for assistance in proving their age. Many times these visits involve examination of a marriage record, several children's birth certificates, life insurance policies, family bible records, tax office records, and sometimes the filling out of an application for a government census record complete with addressing an envelope to Pittsburg, Kansas. Sometimes the local Register of Deeds has access to none of the records needed but the local office maintains up-to-date lists of where to write for birth, death, and marriage records showing a schedule of fees to be submitted for such records and orders are prepared for any documents which may be needed and which are not on file with the Duplin County Register of Deeds.

CORPORATION RECORDS

On January 1 of this year, the corporation records in the Clerk of Court's office were transferred to the office of the Register of Deeds and a law passed by the 1967 legislature providing that after January 1, 1968 all corporation agreements, partnership agreements and assumed business names be registered in the office of the Register of Deeds.

Mrs. Madeline E. Kornegay, Assistant Register of Deeds in charge of Vital Statistics, locates a birth certificate among the recently completed master card file which contains a card filed by date of birth for the more than 60,000 birth certificates now on file. Certificates can be located instantly with this file and Duplin is the only county in North Carolina known to have such a file.



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1143 RECORD BOOKS

On January 1 of this year, the Duplin Registry contained 1143 record books which include the eight deed book copies and indexes obtained two years ago from Sampson County for the period 1749 to 1784. Maintaining these for constant use by the public is no small task. Each year some repair and restoration work is done.

COPY SERVICE

For the past three years the Duplin County Register of Deeds office has operated a copy service for other county offices, surveyors, attorneys and the public. A Xerox 914 copier is used for this service with maintenance and supplies furnished by the Register of Deeds office. All monies collected from this service go into the County General Fund.



Mrs. Patricia Williams, left, Assistant Register of Deeds, types information from filed deed copy on to sensitized pre-cut index strips and Mrs. Judy B. Smith, Assistant Register of Deeds, applies such typed strips immediately



Mrs. Ruth S. Herring, Assistant Register of Deeds in charge of the Uniform Commercial Code, files a financing statement in the loose

files required under the new set of personal property laws which went into effect on July 1, 1967.



Miss Jenell Kirby, stenographer-clerk, matches the numbers on the list of jury numbers drawn by the Clerk of Court for the February terms of court with the Jury Card File prepared by the County Jury Commission created

by the 1967 State Legislature. Miss Kirby prepares a list of such names and addresses from the card file and delivers the list to the sheriff for notification for jury duty. The new system became effective January 1, 1968.

IDEAS FROM EVERYWHERE

Mrs. Christine W. Williams has traveled more than most Registers of Deeds to get ideas to bring back to use to establish and maintain the best records management program available because she feels that the people in Duplin County are entitled to nothing but the best.

GENERAL FUND

All monies collected from this service go into the County General Fund.



Mrs. Patricia Williams, left, Assistant Register of Deeds, types information from filed deed copy on to sensitized pre-cut index strips and Mrs. Judy B. Smith, Assistant Register of Deeds, applies such typed strips immediately

to the permanent index, making the filing information available to the public at once. Such filed copies are later permanently recorded and microfilmed once a week which completes the modern recording system.

This space is being paid for by Duplin County Citizens interested in the Readers of this Newspaper being informed on what we consider to be one of the Greatest Progress Stories Ever to affect the economy of Duplin County and its Overall Progress. No other Register of Deeds in our State is presently offering all of the services now being offered by the Duplin County Registry.

VOTE MAY 4 for Mrs. Christine Whaley Williams to remain in office as Register of Deeds to avoid any disruption in our Register of Deeds Office which is a source of pride to every citizen!

(Paid Political Advertisement)