



## **Clermont County New Legal Description Quick Guide**

**Subdivision Lot** legal description shall contain the following

- Situate paragraph containing Military Survey name and number, Township, County, State
- Subdivision name as shown on the recorded plat
- Subdivision suffix as shown on the recorded plat (ex. Block 1, Phase 1)
- Recorder's Office information on the recorded plat (ex. Plat Book x, page x)
- Lot number(s)
- The Basis of Bearings
- Prior deed reference
- Surveyor's name, Surveyor's number, survey date, reference to recorded plat
- Clermont County parcel number

**Village Lot** legal description shall contain the following

- Situate paragraph containing Military Survey name and number, Township, Village, County, State
- Lot number(s)
- The Basis of Bearings
- Prior deed reference
- Surveyor's name, Surveyor's number, date, reference to a filed Survey
- Clermont County parcel number

**Metes & Bounds Acreage** legal description shall contain the following

- Situate paragraph containing Military Survey name and number, Township, Village, County, State
- Series of calls for successive lines bounding the parcel. Ex. N 37° 26" 13' S 99.00 FT.
- Acreage
- The Basis of Bearings
- Prior deed reference
- Surveyor's name, Surveyor's number, survey date
- Clermont County parcel number

Refer to the Legal Description Requirements document for a comprehensive list of criteria

**Common legal description errors**

- Missing or incomplete legal descriptions
- Poor image quality, illegible, not reproducible
- Prior recording stamps were not removed
- Failure to provide complete 11 digit parcel number