

## Cover Sheet Guide

**Date of Document:**    **Date on Document**

**Type of Document:**

**Deed:**

- Deed
- POA
- Lease
- Agreement
- Permit
- Order by Judge
- Sheriff's Deed
- Easement

**Notice of Settlement:**

- Notice of Settlement
- Discharge of Notice of Settlement

**Release:**

- Subordination of Mortgage
- Postponement of Mortgage
- Partial Release

**Lis Pendens:**

- Lis Pendens
- Discharge of Lis Pendens

**Mortgage:**

- Mortgage
- Assignment of Leases and Rents
- Condo Lien
- Tax Sale Certificate

**Assignment:**

- Assignment of Mortgage

**UCC:**

- Continuation
- Amendment
- Termination

**Satisfaction:**

- Satisfaction/Discharge of Mortgage
- Discharge of Lien

**Cancellation of Mortgage**

- Cancellation of Mortgage

**First Party Name:**

- Deed - **Grantor(s)**
- Mortgage - **Mortgagor(s)**
- Assignment of Leases and Rents - **Mortgagor**
- Assignment of Mortgage - **Assignor**
- Satisfaction/Discharge of Mtg - **Borrower**
- Lis Pendens - **Defendant(s)** Foreclosure
- Release - (change in mtg) **Borrower**
- Sheriff's Deed - **Defendant(s)**
- Notice of Settlement (Deed) - **Seller**
- Notice of Settlement (Mortgage) - **Borrower**

**Second Party Name:**

- Deed - **Grantee(s)**
- Mortgage - **Mortgagee(s)**
- Assignment of Leases and Rents - **Mortgagee**
- Assignment of Mortgage - **Assignee**
- Satisfaction/Discharge of Mtg - **Lender**
- Lis Pendens - Plaintiff - **Foreclosure**
- Release (Change to Mtg) - **Lender**
- Sheriff's Deed - **Plaintiff**
- Notice of Settlement (Deed) - **Purchaser**
- Notice of Settlement (Mortgage) - **Lender**

Power of Attorney - **Grantor**

Subordination - **Releasor**

UCC - **Debtor**

Cancellation of Mortgage - **Borrower**

Power of Attorney - **Grantee**

Subordination - **Releasee**

UCC - **Secured Party**

Cancellation of Mortgage: **Lender**

**Municipality:**

- |                    |                    |                     |                      |
|--------------------|--------------------|---------------------|----------------------|
| <b>Bayonne</b>     | <b>Harrison</b>    | <b>Kearny</b>       | <b>Union City</b>    |
| <b>East Newark</b> | <b>Hoboken</b>     | <b>North Bergen</b> | <b>Weehawken</b>     |
| <b>Guttenberg</b>  | <b>Jersey City</b> | <b>Secaucus</b>     | <b>West New York</b> |