

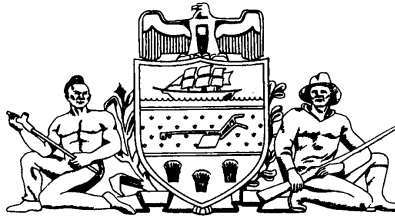
Dauphin County, Pennsylvania

James M. Zugay, Esq.
Recorder of Deeds

Candace E. Meck
Deputy

Debra J. Jenkyn
Second Deputy

Benjamin H. Foura
Chief: Data Entry



Recorder of Deeds

Harrisburg, Pennsylvania

Location:
Dauphin County Court House
Room 102
Front & Market Streets
Harrisburg, PA 17101

Website address:
www.dauphinc.org/deeds

NOTICE OF UNIFORM PARCEL IDENTIFIER REQUIREMENT

Effective May 1, 2009, by ordinance 3-2008 passed by Dauphin County Commissioners April 16, 2008, all documents pertaining to real estate will be required to contain a tax parcel number. This number must appear on the front page of the document and will need to be certified by the Tax Assessment office (2nd Floor-Dauphin County Administration Building) prior to recording in the Recorder of Deeds Office.

The fee will be \$10.00 **per parcel number certified** and will be payable in the Recorder of Deeds office at the time of Recording.

Items sent by mail should continue to be sent to the Recorder of Deeds Office.

To find a parcel number, please visit www.dauphincounty.org. Please click on the Uniform Parcel Identifier Locator icon under “*County Highlights*”; once there, click “*Guest Access*”.

ANY QUESTIONS REGARDING UPI, PLEASE CONTACT:

Dauphin County Office of Tax Assessment—UPI Certification
Dauphin County Administration Building, Second Floor
2 South Second Street
Harrisburg, PA 17108-1295
717-780-6101

UPI General Questions
UPI Certification Process