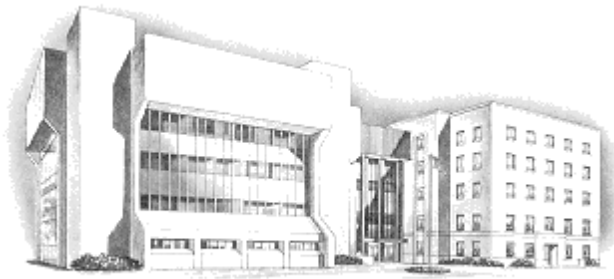


JOYCE HUDMAN
COUNTY CLERK
111 E. Locust, Suite 200
Angleton, Texas 77515



DEBORAH PAYNE
Chief Deputy

BRAZORIA COUNTY
ANGLETON, TEXAS 77515

Policy on Re-Recording E-Recorded Documents
2/04/2005

When a Title Company/Customer needs to re-record an E-Recorded document, they must use one of the following options:

- Option 1 If the original is not available – obtain a certified copy of the document from the County Clerk’s Office and file the certified copy electronically or over the counter.

- Option 2 If original is available – attach 1st page of e-recorded document to front of original and last page of e-recorded document to back of original and file electronically or over the counter.

When re-recording a document electronically using option 1 or 2, a ½” margin above the original file number is required on top of the 1st page. This extra space is needed to prevent the 2nd file number from printing over and covering up the 1st file number on the previously e-recorded document.