



MONTGOMERY COUNTY HEALTH DEPARTMENT

Norristown Health Center
1430 DeKalb Street, PO Box 311
Norristown, PA 19404-0311
610-278-5117
Fax: 610-278-5167

Pottstown Health Center
364 King Street
Pottstown, PA 19464
610-970-5040
Fax: 610-970-5048

Eastern Court House Annex
102 York Road, Suite 401
Willow Grove, PA 19090
215-784-5415
Fax: 215-784-5524

DEED RECORDING PROCEDURE

The property owner or representative for the property owner shall bring the enclosed statement to the Recorder of Deeds Office, One Montgomery Plaza, Third Floor, Swede and Airy Street, Norristown PA. The enclosed statement **must be signed by the property owner(s) and notarized**. The statement will be recorded as a free standing document included with the property information. The fee for a one page recorded statement is approximately fifty dollars. For more information contact the Recorder of Deeds directly at (610) 278-3292 between the hours of 8:30 am to 4:15 pm.

Upon completion of recording, the pink Recorder of Deeds receipt or copy of the receipt must be forwarded to Montgomery County Health Department, Division of Water Quality Management for file documentation. Our office is located at:

Montgomery County Human Services Center
Montgomery County Health Department
1430 DeKalb Pike, PO Box 311
Norristown, PA 19404-0311

Phone: (610) 278-5117
Fax: (610) 278-5167
Hours: 8:00 am - 4:30 pm