

**Howard County
Department of Finance
Recordation Tax Office**

Document Tracking Sheet

Grantor: _____

Date:	Deeds:_____ Trusts:_____ Other:_____
Submitted By:	Phone:
	Email:
<input type="checkbox"/> Please call number above when documents are ready to be picked-up.	
<input type="checkbox"/> Please email me when documents are ready to be picked-up.	
<input type="checkbox"/> Documents will be picked up on _____ after _____ am/pm. Please allow at least 24 hours for processing.	
<input type="checkbox"/> Please courier documents to Land Records.	
<input type="checkbox"/> Please mail documents to _____ _____ _____	

**Howard County
Department of Finance
Recordation Tax Office**

Document Tracking Sheet

Grantor: _____

Date:	Deeds:_____ Trusts:_____ Other:_____
Submitted By:	Phone:
	Email:
<input type="checkbox"/> Please call number above when documents are ready to be picked-up.	
<input type="checkbox"/> Please email me when documents are ready to be picked-up.	
<input type="checkbox"/> Documents will be picked up on _____ after _____ am/pm. Please allow at least 24 hours for processing.	
<input type="checkbox"/> Please courier documents to Land Records.	
<input type="checkbox"/> Please mail documents to _____ _____ _____	