



CARROLL COUNTY REGISTRY OF DEEDS
ADMINISTRATION BUILDING – 95 WATER VILLAGE ROAD
OSSIPPEE, NEW HAMPSHIRE 03864
www.CarrollCountyNHDeeds.gov

LISA SCOTT
REGISTER OF DEEDS

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INTERNET ACCOUNT POLICY AND APPLICATION

Internet accounts are a courtesy and privilege we offer to individuals and companies who would like to print documents recorded with the Carroll County Registry of Deeds from the Internet. Internet account holders will incur an annual account fee of \$120.00 plus the cost of copies ordered therefrom. Please complete the application below and return it with your payment to the Registry for processing.

After setup, Internet accounts will be invoiced via email monthly and must be paid in full within 10 days of receipt. Invoices for Internet accounts that remain past due for 30 days are subject to being suspended without notice until the balance is paid in full. Checks returned from the bank for insufficient funds will incur a \$45.00 processing fee.

If you have an existing Registry account, please indicate and utilize your existing account number and password. If you are opening a new Internet account, a password is necessary to log in and insure proper usage of Internet accounts. It is your responsibility to provide your password to any individuals who you will allow to charge copies to your account. This office will not disclose passwords to anyone except to the authorized account holder.

I hereby give authorization for an Internet account to be maintained with the Carroll County Registry of Deeds. I understand that payment in full will be made to the Carroll County Registry of Deeds within 10 days of billing or my account will be suspended. If you are a current account holder with the Registry and you wish to utilize the existing account number and password, please simply date and sign below and return this form with payment.

Date: _____ SIGNATURE: _____

PRINT Applicant Name: _____

PRINT Company Name: _____

Contact Person: _____

Name & Address: _____

TELEPHONE: _____ FAX: _____

BILLING EMAIL: _____

PASSWORD (new accounts only, 2 - 8 numbers or letters – no symbols): _____

Please submit the enclosed application, with payment, to the Registry for processing.

Thank you.

For office use only – Account # issued by Carroll County Registry of Deeds: _____