

# Dauphin County, Pennsylvania

James M. Zugay, Esq.

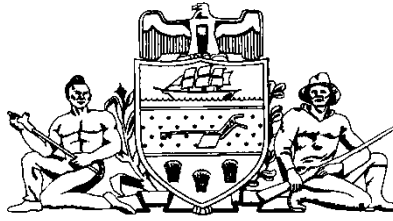
*Recorder of Deeds*  
(717) 780-6560  
jzugay@dauphinc.org

*Location:*

Dauphin County Court House  
Room 102  
101 Market Street  
Harrisburg, PA 17101-2029

Website address:

[www.dauphinc.org/deeds](http://www.dauphinc.org/deeds)



## Recorder of Deeds

Harrisburg, Pennsylvania

Candace E. Meck  
*Deputy*

Debra J. Jenkyn  
*Second Deputy*

### **NOTICE OF UNIFORM PARCEL IDENTIFIER REQUIREMENT**

**Effective May 1, 2009**, by ordinance 3-2008 passed by Dauphin County Commissioners on April 16, 2008, and **amended by ordinance 7-2015**, all documents relating to real estate that are to be recorded in our office 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 (2<sup>nd</sup> Floor-Dauphin County Administration Building) prior to recording in the Recorder of Deeds Office.

The fee will be \$20.00 **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.dauphinpropertyinfo.org](http://www.dauphinpropertyinfo.org); click on the disclaimer. On the next page click "Search for multiple properties." Choose name or property address and place information in fields to obtain property identifier number.

### **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