



**COUNTY OF CHESTER
OFFICE OF THE RECORDER OF DEEDS**

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RYAN A. COSTELLO, ESQ., Recorder
RUTH C. HUGANIR, Deputy Recorder

EDWARD C. SWEENEY, ESQ., Solicitor

REFUND POLICY

TO: THE PUBLIC

FROM: RYAN A. COSTELLO, ESQ.

DATE: APRIL 7, 2008

RE: REFUND POLICY FOR BAD COPIES or PRINT-OUTS

Beginning June 5, 2008, this office will no longer provide refunds for bad copies or print-outs from the Reader/Printers located in the Search Library.

If the first copy you create does not print clearly, then please see one of the Search Library Staff. Staff can demonstrate how to better operate the Reader/Printer so that additional copies print more clearly.

Better quality copies or print-outs of documents may be made by using our IQS E-Film system. E-Film contains documents from the beginning of our recording (Book A1) through 1984. E-Film images of documents can be viewed from any of the Library's computer stations and are printed from the laser printers located at the Library's front counter for \$0.50 per page. Please see a Search Library Staff Member for information on using the E-Film system.

Thank you and should you have further questions, please email me at RodInfo@Chesco.org.