Revised 8-26-97; Resolution 97-110

Revised 10-4-97; Resolution 97-133

Revised 5-25-10; Resolution 2010-58

Revised 4-27-10; Resolution 2010-43 (eff 6-27-10)

Revised 5-24-11; Resolution 2011-52 (eff 7-1-11)

Revised 4-5-16; Resolution 2016-42 (eff 7-1-16)

**Revised 7-31-18; Resolution 2018-102 (eff 08-01-2018)**

**PART 90-A**

**ASSESSOR-RECORDER-COUNTY CLERK**

**RECORDER-COUNTY CLERK DIVISION**

**Sec. 90.010. General**

**Sec. 90.011. Search of Records**

**Sec. 90.012. Indexes**

**Sec. 90.012.5 Additional Fees**

**Sec. 90.013. Certificates Under Seal**

**Sec. 90.014. Photocopy Charges**

**Sec. 90.015. Fictitious Business Name (FBN) Filings**

**Sec. 90.018. Birth Certificates**

**Sec. 90.020. Marriage Licenses, Certificates and Ceremonies**

**Sec. 90.025. Notary Bond Filings**

**Sec. 90.030. Power of Attorney (Surety)**

**Sec. 90.035. Clerk's Certificate of Authenticity; Verification of Signatures**

**Sec. 90.040. Mechanics Lien Notices**

**Sec. 90.045. Documentary Handling Fees to Process Fish and Game Fees**

**Sec. 90.049. Miscellaneous Fees**

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| Sec. 90.010. General |  |
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| The fees set forth in Part 90-A shall be paid to the Recorder-County Clerk Division. State mandated fees may be required in addition to the County determined fees listed in this schedule.  |
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| **Sec. 90.011. Search of Records** |  |
|  |  |  |  |  |  |
| (a) | Recorder search (per name, per decade). |  | $6.00 |
|  |  |  |  |  |
| (b) | Federal tax lien search |  | $15.00 |
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| Sec. 90.012. Indexes |  |
|  |  |  |  |  |  |
| (a) | The fee to purchase printouts and or custom downloads of weekly reports from Official Records shall be: |  | $3.00 up to 5 pages and $0.10 for each page thereafter |
|  |   |  |  |
| (b) | Daily documents and index (Daily Downloads) (annual subscription) |  | $5,268.00 |
|  |   |  |  |
| (c) | Online index and document access |  | $4,316.00 |
|  | (annual subscription) |  |  |
|  |  |  |  |  |  |
| Sec. 90.012.5 Additional Fees |  |
|  |  |  |  |  |  |
| For the filing of every instrument, paper or notice for record, the following additional fee shall be charged: |  |
|  |  |  |  |  |  |
| (a) | Base Recording fee per Government Code Section 27361(a) |  | $10.00 |
|  |  |  |  |  |  |
| (b) | An additional fee of One Dollar pursuant to Government Code Section 27361.4(b) for the Recorder’s Office to remain open each business day. |  | $1.00 |
|  |  |  |  |  |  |
| (c) | An additional fee of One Dollar pursuant to Government Code Section 27361.4(c) where such instrument, paper or notice for record is indexed within two business days after the date of recordation. |  | $1.00 |
|  |  |  |  |  |  |
| (d) | An additional fee of One Dollar pursuant to Government Code Section 27361.4(a) for converting document storage system to micrographics |  | $1.00 |
|  |  |  |  |  |  |
| (e) | Additional fee of One Dollar pursuant to Government Code Section 27361(c) to support, maintain, improve and provide for full operations |  | $1.00 |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
| (f) | Additional fee of One Dollar pursuant to Government Code Section 27397(c)(1) for Electronic Recordings |  | $1.00 |
| Sec. 90.013. Certificates Under Seal |  |
|  |  |  |  |  |  |
| The fee for each certificate under seal shall be Five Dollars per document. |  | $5.00 |
|  |  |  |  |  |  |
| Sec. 90.014. Photocopy Charges |  |
|  |  |  |  |  |  |
| The fees for photocopies of documents on record are as follows: |  |
|  |  |  |  |  |  |
| (a) | For copy size 11 x 17” or less |  | $2.00 per page |
|  |  |  |  |  |  |
| (b) | For copy size greater than 11 x 17” |  | $4.00 per page |
|  |  |  |  |  |  |
| Sec. 90.015. Fictitious Business Name (FBN) Filings |  |
|  |  |  |  |  |  |
| (a) | The fee to file a fictitious business name.  |  | $50.00 each |
|  |  |  |  |  |  |
| (b) | The fee for abandonment or withdrawal of a fictitious business name  |  | $50.00 per abandonment or withdrawal |
|  |  |  |  |  |  |
| (c) | The fee to list additional parties under a fictitious business name  |  | $7.00 per additional party |
|  |  |  |  |
| (d) | Searching records or files (includes copy if found) |  | $6.00 |
|  |  |  |  |
| (e) | Annual Subscription for weekly listing of FBN filings |  | $198.00 |
|  |  |  |  |
| Sec. 90.018. Birth Certificates |  |
|  |  |  |  |  |  |
| The Children’s Trust Fund portion of the fee for a certified copy of a birth certificate  |  | $7.00 |
|  |  |  |  |  |  |
| Sec. 90.020. Marriage Licenses, Certificates and Ceremonies |  |
|  |  |  |  |  |  |
| (a) | The fee to issue a regular or replacement marriage license  |  | $83.00 per license |
|  |  |  |  |  |  |
| (b) | The fee to issue a confidential or replacement confidential marriage license  |  | $95.00 per license |
|  |  |  |  |  |  |
| (c) | The fee for issuance of marriage licenses on County workdays outside of normal business hours, weekends or holidays.  |  | $139.00Additional on weekends or holidays |
|  |  |  |  |  |  |
| (d) | The fee for marriage ceremony services performed by the Clerk-Recorder per ceremony during County workdays. |  | $51.00 |
|  |  |  |  |
|  | The fee for marriage ceremony services performed by the Clerk-Recorder dollars per ceremony during weekends, holidays, after normal business hours or other County non-workdays. |  | $101.00 |
|  |  |  |  |  |  |
| (e) | The fee for an application for a one-day appointment to serve as a Deputy Marriage Commissioner  |  | $63.00 |
|  |  |  |  |  |  |
| (f) | The fee for a duplicate marriage license.  |  | $69.00 per license |
|  |  |  |  |
| (g) | Marriage Witness Fee |  | $35.00 |
|  |  |  |  |  |  |
| Sec. 90.025. Notary Bond Filings |  |
|  |  |  |  |  |  |
| The fee to file and process a notary bond  |  | $26.00 per filing plus recording fees |
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| Sec. 90.030. Power of Attorney (Surety) |  |
|  |  |  |  |  |  |
| The fee to file power of attorney authorizations or revocations (surety bonds)  |  | $21.00 for first, $10.00 for each additional name |
|  |  |  |  |  |  |
| Sec. 90.035. Clerk's Certificate of Authenticity; Verification of Signatures |  |  |
|  |  |  |  |  |  |
| The fee to issue a certificate of authenticity verifying the official capacity of any public official, including a notary public |  | $10.00 per certificate |
|  |  |  |  |  |  |
| Sec. 90.040. Mechanics Lien Notices |  |
|  |  |  |  |  |  |
| (a) | The fee to process a twenty-day preliminary notice  |  | $35.00 per request |
|  |  |  |  |  |  |
| (b) | The fee to provide mailing services for lien notices. |  | $10.00 per debtor/name |
|  |  |  |  |  |  |
| Sec. 90.045. Documentary Handling Fees to Process Fish and Game Fees |  |
|  |  |  |  |  |  |
| (a) | For filing a Notice of Determination of a Negative Declaration with the County Clerk-Recorder. |  | $50.00 |
|  |  |  |  |  |  |
| (b) | For filing a Notice of Determination of an Environmental Impact Report with the County Clerk-Recorder. |  | $50.00 |
|  |  |  |  |  |  |
| Sec. 90.049. Miscellaneous Fees |  |
|  |  |  |  |  |  |
| (a) | Map Filing Fee |  | $8.00 (first page) $2.00 (ea additional page) |
|  |  |  |  |  |  |
| (b) | Caregiver Permit Fee |  |  |
|  | Initial and Annual Renewals  |  | $20.00 |
|  |  |  |  |  |  |
| (c) | Clerk Acknowledgement |  | $6.00 |