

FY 2013-14 FEE SCHEDULE

Fee Description	Fee Amount	Unit Desc.	Comments
GENERAL FEES Statutory			
Filing & indexing all papers for which charges is not elsewhere provided, other than papers filed in actions or special proceedings, official bonds, or certificates of appointment	\$2.25	per filing	See footnote 3
For recording or registering any license or certificate or issuing any certificate, or both in connection with a license required by law for which a charge is not otherwise prescribed	\$2.25	per record, license or certificate	See footnote 3
Research fee, per file	\$5.00	per file	See footnote 3
Local Control			
Certifying to copy of any paper, record or proceeding on file in the Office of the County Clerk	\$2.50	per certified record	See footnote 3. See also footnote 4
Every certification for which a fee is not otherwise fixed	\$2.50	per certified record	See footnote 3. See also footnote 4
Each certificate to the official capacity of any public official	\$13.00	each certificate	See footnote 3. See also footnote 4
Certificate to the official capacity of any public official/ multiple docs for one official/ per document	\$6.50	per document	See footnote 4
Copies of any records, proceedings or papers on file, per page	\$0.10	per page	The BOS set this fee and it does not reflect the Actual Cost per page.
Copy of file on microfiche	\$2.00	per fiche	
Returned Check Fee	\$15.00	each check	
Credit Card Convenience Fee	\$1.49	per transaction	This fee is the convenience fee charged by the credit card processing company for all orders not done in person with a credit card. This fee goes directly to the company and does not pass through the department.
ELECTIONS FEES Statutory			
Certified copy of voter registration	\$1.50	per certification	See footnote 3

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Copies of campaign statements, statements of financial interest, per page	\$0.10	per page	The BOS set this fee and it does not reflect the actual cost of a copy per page.
Precinct List	\$0.50	per 1000 names	Units sold unknown
Penalty for late filing of campaign statement, per day (maximum \$100.00 or total receipts in statement)	\$10.00	per day late	Units sold unknown. This fee does not take effect until 10 days after the late notice is sent.
LOCAL CONTROL			
Precinct Maps/page	\$2.00	per map	Fee has been lowered due to the implementation of the GIS system which has drastically reduced printing costs.
Countywide precinct	\$15.00	per set	
Deposit for filing notice of intent to circulate petition	\$5.00	per notice	The actual # of units sold is unknown. Deposit for filing notice of intent to circulate petition Election Code Section 9103 (b) allows a fee to be established not to exceed \$200 which will be refunded within one year of filing the notice of intent. The fee has been kept at this level so as not to discourage persons from pursuing initiative, referendum or recall petitions.
Statement of Vote -			
Per Page	\$0.10	per page	The BOS set this fee and it does not reflect the actual cost of a copy per page and the units sold is unknown.
Entire Statement	\$34.00	+ .04 page	Units sold unknown
CLERK OF THE BOARD SUPERVISORS FEES Statutory			
Fish and Game Documentary Handling Fee on Notices of Determination	\$50.00	each filing	See footnote 1 F & G Code section 711.4 allows the clerk to charge up to \$50.00 for processing the notices.
LOCAL CONTROL			
County Code Supplements			
Audio tape copy of any Board Hearing or Item	\$40.00	+ 1.50 per tape	This fee will be reduced for those individual hearing items that encompass more than one tape.

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Audio CD copy of any Board Hearing or item	\$40.00	+ .40 per CD	Units sold unknown
Findings of Fact for Assessment Appeals			
Simple findings using basic form	\$75.00	each	Under the control of BOS-see footnote 3-units sold unknown-adopted as part of the Policies & Procedures of the AAB
Complex findings	\$75.00	+ \$50 per hour preparation	Under the control of BOS-see footnote 3-units sold unknown-adopted as part of the Policies & Procedures of the AAB
COUNTY CLERK FEES Statutory			
Fee for certified copy of any statement of file (FBN, Abandonment or Withdrawal)	\$2.00	per certified copy	see footnote 3
Filing Power of Attorney for an admitted surety insurer, filing cancellation/revocation of same	\$3.50	or \$2.25 per name if more than 1 designated	see footnote 3
Filing Financial Statement of admitted surety insurer	\$3.50	per statement	see footnote 3-units sold unknown
Issuing certificate showing authority of surety company to act as corporate surety	\$3.50	per certificate	see footnote 3-units sold unknown
Solemnization of Marriage	\$43.00	per ceremony	see footnote 4
Appointment of Deputy Comm. Of Civil Marriages	\$43.00	per ceremony	
Filing of Certificate of Registration as Process Server	\$107.00	+ \$10.00 each card + recording fee for bond	Additional \$7.00 B&P code 22353(c)
Filing Certificate of Registration as Professional Photocopier	\$182.00	+ \$10.00 each additional card + recording fee	If also registered as Process Server Fee is \$107.00. Additional \$7.00 fee per B&P code 22455(a)(2)
Authorization for Notary to Issue Confidential Marriage License	\$300.00	each year	Family Code 536 amended the fee to \$300.00 effective 01/01/2008
Filing of Registration as an Unlawful Detainer Assistant	\$182.00	each registration	Additional \$7.00 B&P code 6405(4)(c)

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Local Control			
Passport Photographs	\$14.00	2 color photos	Approved by BOS 08/07/2007
Certificate of Authority of Notary Public	\$13.00	per certificate	See footnote 3. See also footnote 4
Certificate of Authority of Notary Public/ multiple documents for one notary/ per doc	\$6.50	per document	
Issuing Duplicate Certificate of Registry of Marriage	\$28.00	per duplicate certificate	May charge actual cost now per Family Code 360(c)
Filing and indexing a Fictitious Business Name Statement, includes Affidavit of Publication and furnishing one certified copy of statement	\$49.00	each filing	
For each additional party over two and/or each additional business name	\$6.00	each additional name	
Filing a Statement of Abandonment of use of Fictitious Business Name	\$49.00	each FBN	
Filing Statement of Withdrawal from Partnership Operating Under Fictitious Business Name	\$49.00	each FBN withdrawal	
Filing and indexing bond of Notary Public	\$48.00	per bond	
Issuing Processing Public Marriage License	\$100.00	per license	The revenue for the Clerk Recorder is \$70 per license. \$30.00 of the cost per license is collected for other agencies or funds. See footnote 3.
Issuing Processing Confidential Marriage License	\$100.00	per license	The revenue for the Clerk Recorder is \$68 per license. \$32 of the cost per license is collected for other agencies/funds. See footnote 3.
Providing Witness for Civil Ceremony (In addition to Solemnization fee)	\$21.00	per ceremony	
Filing an Assessment Appeals Application	\$45.00	per application	approved by BOS 5-20-08
RECORDER'S FEES Statutory			

FY 2013-14 FEE SCHEDULE

Fee Description	Fee Amount	Unit Desc.	Comments
Regular Recording Fee (limited to 8.5" x 11")			
First Page	\$14.00	per document	Allowed to charge actual cost up to \$10.00 pursuant to SB676 in 2009 for base recording fee. The revenue for the Clerk Recorder is \$11.00 per document. See footnote 3
Each additional page or fraction of page	\$3.00	per page	The revenue for the Clerk Recorder is \$1.00 per page. See footnote 3
Combined Documents-	\$14.00	When 2 or more docs are serially incorporated into one form or sheet, they will be considered as 2 or more separate docs. Base recording fee- \$14.00 will be charged for 1st pg & \$3.00/ each additional pg + \$14.00 per doc	Allowed to charge actual cost up to \$10.00 pursuant to SB676 in 2009 for base recording fee. The revenue for the Clerk Recorder is \$11.00 per document title . see fee indicator 11003 & 11004
Penalty Print nine lines per vertical inch or 22 characters per inch horizontally	\$1.00	each page containing penalty print	This fee is mandated and goes into the Clerk Recorder trust not revenue. See footnote 3.
Release of State or County tax liens			
Base Recording Fee	\$12.00	per release	This fee is mandated . \$8.00 goes to the Clerk Recorder as Revenue. See footnote 3.
Each additional page	\$3.00	each additional page	The revenue for the Clerk Recorder is \$1.00 per page. See footnote 3

FY 2013-14 FEE SCHEDULE

Fee Description	Fee Amount	Unit Desc.	Comments
D.A. Fraud Investigation Fee	\$3.00	each applicable title	This fee was approved by the BOS on 08/19/2008. Fee was approved for a \$1.00 increase effective March 2009 and included additional titles. Of the \$3.00 fee, 95% (\$2.85) goes to the DA Fraud protection unit, and 5% (\$0.15) stays with the Clerk-Recorder. See footnote 5 for a list of applicable titles.
Documents requiring additional indexing a proof of labor having multiple claims, other than when consecutively numbered.	\$1.00	See note 2	Removed from statutory control by SB676 in 2009. units of service sold - unknown. See footnote 2 & 3
Financing Statements			
UCC Searches	\$10.00	per search	
UCC 2 pages or less	\$10.00	per document	see footnote 3
UCC 3 pages or more	\$20.00	per document	see footnote 3
Filings (papers not recorded)	\$5.00	per filing	The Clerk Recorder revenue is \$3.00 per filing. see footnote 3 - units sold unknown
Indexing of more than ten names. Each group of ten names or fractional portion thereafter the initial group of ten names	\$2.00	each group of 10 or more names	Removed from Statutory control by SB676 in 2009. see footnote 3 - units sold unknown
Map Filings for Record Subdivision, Parcel, Survey, & Assessment Maps			
First page	\$8.00	each	The clerk Recorder revenue is \$7.00 per map. see footnote 3
Each additional page	\$2.00	each	See footnote 3
Preliminary Change of Ownership Report	\$20.00	each change of ownership	see footnote 3
Official Records Copies			
1st Page	\$3.00	per page	Govt code 27366 changed the fee for official records from \$1.00 per page to actual cost recovery. see footnote 3-units sold unknown
Each additional Page	\$0.50	per page	
Certification	\$1.00	per certification	see footnote 3-units sold unknown
Copies of Vital Records			

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Fee Description	Fee Amount	Unit Desc.	Comments
Marriage	\$14.00	each copy	The clerk recorder revenue per vital copy is \$5.85. Fee was increased by \$1.00 on January 1, 2010, of which \$0.35 is retained by the County Clerk. see footnote 3
RECORDER'S FEES			
Local Control			
Notice of Involuntary Lien Notices			
First Debtor	\$12.00	each notice	see footnote 3-units sold unknown
Each Additional debtor (unless spouse at same address)	\$12.00	each additional name	see footnote 3-units sold unknown
Survey Monument Preservation Fee	\$10.00	per recording in unincorporated area	collected by the Clerk Recorder for Public Works/County Surveyor. See footnote 3
Preliminary 20 Day Notice	\$33.00	per notice	
Map Copies			
Blueline	\$10.00	each page	See footnote 3
Sepia	\$10.00	each page	See footnote 3. qty sold included in 15005
Mylar	\$14.00	each page	See footnote 3
Index download to various media-Voter & FBN data	\$42.00	+ .50 per 1000 names- media-actual cost (diskette, CD or tape)	
CD with official records Take order/set up request burn cd - 10 minutes see worksheet for cost/image	\$47.00	plus .006 per image	units of service sold - unknown. Fee requested is to catch up with actual cost of preparation. No additional cost per image requested.
CD with map copies Take order/set up request burn cd-10 minutes see worksheet for cost/image	\$47.00	plus .006 per image	units of service sold - unknown.
Intranet access to Official Records/initial set up	\$30.00	one time set up fee	This fee is a one time set up fee for access to the official record database
yearly access to official records on intranet	\$725.00	per year	This fee is a yearly access fee to the official record database

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Creating an Electronic Index of Official Records	\$13.00	per index	This fee is a fee to create an electronic index for customers who are also purchasing official record images.
Emailing a Voter or FBN file	\$1.00	+ .50 per 1000 names and \$42.00 download fee	This fee is an alternative for customers who want purchased data emailed, rather than on a CD

Department Name: Clerk Recorder
Fund Center: 110

Footnote #	Footnote Narrative
1	The fee does not apply to projects where County Departments are the applicants
2	First claim is included in the regular recording fee, each claim following is \$1.00 additional for non-sequentially numbered
3	On each mandated fee the Actual Cost is unknown, and the Proposed Fee will always be the Mandated amount.
4	Fee was mandated, but can now be charged Actual Cost per Gov. code 54985.
5	Documents titled Deed of Trust, Assignment of Deed of Trust, Reconveyance, Request for Notice, and Notice of Default are subject to the \$3.00 fee. Titles added as of March 2009 - Substitution of Trustee, Notice of Trustees Sale, and Rescission of Notice of Default.
6	The Base Fees for Birth and Death Certificates were increased by \$2.00, effective January 1, 2012 per AB 1053. By 2014, the