

## **RECORDING FEES**

### **Fee Schedule**

There must be space on the top right-hand corner (2 ½ x 3”) for recording information. If there is not space for recording information, an additional fee of \$5 will be charged in addition to all other fees.

- Page fee (ORS 205.320)(4)(B): \$5
- Public land corner preservation fund (ORS 203.148): \$5
- Assessment & taxation fee (HB 2139): \$10
- Oregon land information system fund fee (HB 2139): \$1
- Additional title fee (ORS 205.236)\*: \$5
- Additional transaction fee (ORS 205.320)(12): \$5
- Non-standard fee (ORS 205.327)\*: \$20
- Oregon Housing Alliance fee(HB 2436)\*: \$15
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\*The ONLY documents exempt from the \$15 Oregon Housing Alliance fee are the following:

- Any document recorded by the Oregon Department of Revenue
- Oregon Employment Department warrants
- Certified copies of Judgments and Satisfactions
- Lien Record Abstracts
- Any Satisfaction, Release, Assignment, or Extension of the above documents
- Affidavits of Annual Compliance (Mining)

### **Commonly recorded documents and fees**

This list is provided for your convenience only. The fees listed below are for standard documents. No other fees, such as additional title, additional transaction, or non-standard fees have been added. Please check the fees\* above to determine whether additional fees may apply.

### **\$36 first page + \$5 each additional page (backside is considered an additional page)**

- Deed
- Bargain & Sale Deed
- Quick Claim Deed
- Mortgage
- Trust Deed
- Deed of Reconveyance
- Satisfaction of Mortgage
- Power of Attorney
- Assignment of Trust Deed
- Substitution of Trustee
- Covenants, Conditions & Restrictions
- Death Certificate (Certified Copy ONLY)
- Easement
- Lease

- Line of Credit Instrument
- Line of Credit Mortgage
- Line of Credit Trust Deed
- Subdivision Partition Plat (\$51/Plat)

**\$26 first page + \$5 each additional page (backside is considered an additional page). Most lien documents recorded by State agencies are not subject to the housing fee (HB 2436).**

- Liens including Construction Liens, Non-Possessory Chattel Liens, Attorney's Liens, Nuisance, Homeowner's Association Liens, Hospital Liens, & Medical Services Liens

**Military discharges (DD-214) or certified copies of same: NO fee – Restricted record (SB 618)**

### **Mining Document**

- Notice of Location (\$31 for first claim, \$5 each additional claim per document)
- Affidavit of Assessment or Proof of Labor (\$16; NOT subject to Housing Fee)

### **Recording Document Requirement**

ORS 205.232 states that a county clerk shall not accept a document for recording unless it meets the following requirements:

1. Paper weight of not less than 20 lb. bond
2. Document no larger than 8.5 x 14 inches
3. Text size printed or written shall be at least eight point type

ORS 205.234 requires that the following information be on the first page of any document presented for recording, or on a cover sheet recorded with the document:

1. Name(s) of transaction(s) – ORS 205.236
2. Name(s) of all parties
3. Name(s) and address of person to whom the document will be mailed
4. Mailing address for future tax statements as required by ORS 93.030, if applicable
5. True & actual consideration as required by ORS 93.030, if applicable
6. Information required for County Clerk Lien Record as required by ORS 205.125(1)(c) and (e)

Documents that do not meet the above requirements will be charged an additional fee of \$20 per ORS 205.327.

ORS 205.320(4)(b) requires a \$5 per page (or side) fee

ORS 205.236 requires that an additional fee be charged for documents that contain more than one transaction.

Example: Substitution of trustee & deed of reconveyance (one document)  
 \$36 first page + %5 additional transaction (+ \$5 each additional page)  
 One page \$41

ORS 205.320(12) requires a \$5 fee for each additional assignment, satisfaction, or release, included in and made a part of one document.

## **Copy Fees**

To request a copy by mail or e-mail:

- First page: \$3.75
- Each additional page: \$.25

Copies made in our office, not related to same day recording:

- Each page: \$.25

Certified copies:

- First page: \$3.75
- Each additional page: \$.25