



Internal Services Agency  
 Clerk/Recorder Department

Terry Schutten, County Executive  
 Mark Norris, Agency Administrator

Frederick B. Garcia  
 County Clerk/Recorder

**County of Sacramento**

**County Clerk — Revised Fee Schedule  
 Effective January 1, 2009**

Adjusted fee amounts are denoted with asterisks (\*) and highlighted.

**A. PAYMENT OF FEES**

1. Fees may be paid by cash, cashier's check, certified check, personal check, or money order.
2. The Clerk/Recorder shall not record any instrument, file any paper or notice, furnish and copy, or render any service connected with this office until the fees prescribed by law are, if demanded, paid or tendered. (GC 6100)

**B. MARRIAGE LICENSE FEES**

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|--|-----------|
| 1. Issuing Marriage License (GC 26840, 26840.7 & Civil Code 4202) .....                    | \$ 80.00* |
| 2. Issuing License after regular (8:00 - 5:00) hours (GC 26940.2 & County Code 0959) ..... | \$ 84.00* |
| 3. Issuing Duplicate Marriage License (Civil Code 4203) .....                              | \$ 22.00* |
| 4. Issuing Confidential Marriage License (GC 26840.1, 26840.8).....                        | \$ 89.00* |
| 5. Issuing License after regular (8:00 - 5:00) hours (GC 26940.2 & County Code 0959) ..... | \$ 94.00* |
| 6. Performing Civil Marriage Ceremony (GC 26861) .....                                     | \$ 33.00* |
| 7. Copy of Marriage Certificate .....  | \$ 13.00  |
| 8. Marriage Ceremony Witness Fee.....  | \$ 23.00* |
| 9. Deputization of One-Time Deputy Marriage Commissioner (GC 54985).....                   | \$ 42.00* |

**C. NOTARY FEES**

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|---|-----------|
| 1. Taking the Oath of Office of Notary Public & Filing Bond (GC 26849.1)..... | \$ 21.00* |
| 2. Recording bond of Notary Public (GC 8213 & GC 27361)                       |           |
| First page.....   | \$ 11.00  |
| Each additional page .....  | \$ 3.00   |
| 3. Notary Certification (GC 26852).....                                       | \$ 18.00* |
| 4. Transfer of Notary Bond - Fees are the same as Numbers 1 and 2             |           |

**D. PROCESS SERVER FEES**

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|--|------------|
| 1. Registration of Process Server (B&PC 22352, 22353) .....                | \$ 104.00* |
| (10 or more services per calendar year) Post \$2,000 bond, surety or cash. |            |
| 2. Process Fingerprint Cards .....   | \$ 51.00   |
| 3. Filing Bond of Process Server [B&PC 22353(b)] .....                     | \$ 10.00*  |
| 4. Recording Bond of Process Server (B&PC 22353(b) & GC 27361)             |            |
| First page.....  | \$ 11.00   |
| Each subsequent page or fraction thereof .....                             | \$ 3.00    |
| 5. Process Server identification card.....                                 | \$ 37.00*  |

— SEE PAGE 2 FOR ADDITIONAL FEES —

**E. MISCELLANEOUS FEES**

1.	Authorization to issue Confidential Marriage forms [Civil Code 4213(3)].....	\$300.00
2.	Copying either by microfilm or copy machine (GC 26831)	
	First page.....	\$ 12.00*
	Each additional page .....	\$ 2.00
3.	Certifying copy of any paper on file (in addition to copying or comparing charges) (GC 26833) .....	\$ 1.00
4.	Exemplification of a record (in addition to copying or comparing charges) (GC 26839) .....	\$ 20.00
5.	Searching records - per file (GC 26854).....	\$ 11.00*
6.	Certificate of which fee is not fixed (GC 26836).....	\$ 1.75
7.	Issuing a certificate showing that certificate of surety has not been surrendered, revoked, canceled annulled or suspended (GC 26855.3).....	\$ 10.00*
8.	Filing a power of attorney, revocation, cancellation, annulment or suspension of a certificate for an admitted surety insurer (GC 26855.1)	
	If one name .....	\$ 10.00*
	If more than one name, for each additional name.....	\$ 7.00*
9.	Filing a certificate of official capacity - Public Official (GC 26852).....	\$ 2.25
10.	Filing and entering appointment of Humane Officer (GC 607).....	\$ 5.00
11.	Translation Certification (GC 27293) .....	\$ 10.00

**F. PHOTOCOPIER FEES**

1.	Registration of Professional Photocopier [B&PC 22452, 22453 & 22455(a)].....	\$ 49.00*
	Post \$5,000 bond, surety or cash	
2.	Filing Bond of Professional Photocopier [B&PC 22355(1) & 22355 (2)] .....	\$ 10.00*
3.	Recording Bond of Professional Photocopier (GC 27361 and B&PC 22353)	
	First page.....	\$ 11.00
	Each additional page .....	\$ 3.00
4.	Photocopier identification card (B&PC 22453).....	\$ 37.00*

**G. LEGAL DOCUMENT ASSISTANT (LDA) & UNLAWFUL DETAINER ASSISTANT (UDA) FEES**

1.	Registration of LDA or UDA [B&PC 6404 and 6405(a)] .....	\$ 92.00*
	Post \$25,000 bond	
2.	Filing Bond of LDA or UDA (B&PC 6404) .....	\$ 10.00*
3.	Recording Bond of LDA or UDA [B&PC 6405(b), 6405(c)]	
	First page.....	\$ 11.00
	Each additional page .....	\$ 3.00
4.	LDA or UDA identification card (B&PC 6404) .....	\$ 37.00*

**H. SPECIAL FEES**

1.	Witness fee per day (plus 20 cents per mile both ways) (GC 68093).....	\$ 35.00
2.	Taking acknowledgment - including certificate per signature (GC 26855).....	\$ 8.00*
3.	Filing of Partnership Dissolutions (Proof of Publication) (GC 15035.5 and 26850) .....	\$ 4.00
4.	Notice of Determination [Fish & Game Code 711.4(d), 711.4 (e)]	
	Environmental Impact Report.....	\$ 2,793.25*
	Negative Declaration.....	\$ 2,018.00*
	All other EIR documents .....	\$ 25.00*
5.	Copying of Statements of Economic Interest, per page (GC 81008).....	10 cents