



Note: This form is for mail or fax orders only and cannot be accepted for in-person transactions.

SACRAMENTO COUNTY CLERK/RECORDER OFFICIAL RECORDS COPY REQUEST

Complete additional request forms as necessary to fulfill your order.

Please type or print legibly. Name, address, and phone number information is required for all copy orders.

Record 1

Certified copies: \$13.00 for 1st page + \$2.00 for each additional page

Non-certified copies: \$12.00 for 1st page + \$2.00 for each additional page

TITLE OF DOCUMENT _____			# OF PAGES _____
RECORDER'S BOOK _____ / _____	PAGE _____	CERTIFIED _____	NON-CERTIFIED _____
			# OF COPIES _____

Record 2

Certified copies: \$13.00 for 1st page + \$2.00 for each additional page

Non-certified copies: \$12.00 for 1st page + \$2.00 for each additional page

TITLE OF DOCUMENT _____			# OF PAGES _____
RECORDER'S BOOK _____ / _____	PAGE _____	CERTIFIED _____	NON-CERTIFIED _____
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Record 3

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Non-certified copies: \$12.00 for 1st page + \$2.00 for each additional page

TITLE OF DOCUMENT _____			# OF PAGES _____
RECORDER'S BOOK _____ / _____	PAGE _____	CERTIFIED _____	NON-CERTIFIED _____
			# OF COPIES _____

Requester's Information

Requester's Name _____	Telephone Number _____
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Residential Address: Number and Street, City, State Zip code _____

Shipping Address including City, State and Zip code (if different from above) _____

Payment and Delivery Method (Make checks payable to Sacramento County Clerk/Recorder)

Credit card (+ \$6.00)

Overnight delivery for additional \$19.00

Credit card (+ \$6.00)

Regular mail delivery

Check/money order enclosed

Regular mail delivery

Cardholder's Name _____	Card Number _____	Expiration Date _____	CVC (3-digit code) _____
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Return completed form with payment:

Mail: Sacramento County Clerk/Recorder
P.O. Box 839
Sacramento, CA 95812-0839

Fax: (916) 874-0947
Tel: (916) 874-6334

FOR OFFICIAL USE ONLY

Reel _____	Image _____	Certificate No. _____	Paper No. _____
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