



**COUNTY OF PLUMAS**  
**CLERK-RECORDER-ELECTIONS**  
 520 Main Street, Room 102  
 Quincy, CA 95971  
 (530) 283-6218 or (530) 283-6256  
 Fax: (530) 283-6155  
[www.plumascounty.us](http://www.plumascounty.us)

## Fee Schedule

Effective January 1, 2022

### CLERK DIVISION FEES

#### **FICTITIOUS BUSINESS NAME STATEMENT FILING**

	<b>CODE</b>	<b>AMOUNT</b>
Fictitious Business Name Statement, or Renewal, (includes certified copy)	B&P 17929	\$20.00
Fee for each additional person or business name on same filing	B&P 17929 a	\$5.00
Abandonment of Fictitious Business Name Statement	B&P 17929 b	\$10.00
Withdrawal of Name from Fictitious Business Name Statement	B&P 17929 c	\$10.00
Fee for certified copy of any Fictitious Business Statement on file	B&P 17926	\$2.75

#### **FISH AND WILDLIFE ENVIRONMENTAL DOCUMENT FILING**

	<b>CODE</b>	<b>AMOUNT</b>
Fish and Wildlife Environmental Impact Report (EIR) (not including Processing Fee)	F&G 713	\$3,539.25
Fish and Wildlife Mitigated (MND) / Neg. Declaration (ND) (not including Processing Fee)	F&G 713	\$2,548.00
Fish and Wildlife Notice of Determination with Diminimus	F&G 713	\$50.00
Environmental Document - Certified Regulatory Program - (CRP)	F&G 713	\$1,203.25
County Clerk Processing Fee		\$50.00

#### **MARRIAGE LICENSE**

	<b>CODE</b>	<b>AMOUNT</b>
Marriage License	GC 26840	\$60.00
Confidential Marriage License	GC 26840	\$65.00
Duplicate of Marriage License	FC 360, 501	\$5.00
Appointment of Deputy Commissioner of Civil Marriages for a day	GC 26861	\$50.00
Civil Ceremony performed in office by Deputy Clerk	GC 26861	\$50.00

#### **CLERK MISCELLANEOUS FEES**

	<b>CODE</b>	<b>AMOUNT</b>
Power of Attorney Filing with one name	GC 26855.1	\$10.00
Each additional name within the same filing	GC 26855.1	\$2.25
Surety Company Proof of Authority	GC 26855.3	\$3.50
Notary Bond Filing and Recording (includes one page of Bond for recording)	GC 26849.1, GC 2736	\$22.00
Each additional page of Bond recording	GC 27361	\$3.00
Notary Bond - canceling, revoking, or withdrawing	GC 26849.1	\$7.00
Certificate to capacity of Public Official or Notary Public	GC 26852	\$2.25
Registration of Process Server*	B&P 22352	\$132.00
Registration of Legal Document Assistant*	B&P 22352	\$207.00
Registration of Unlawful Detainer Assistant*	B&P 22352	\$207.00
*includes one ID card and Recording of first page of Bond		
Each additional page of Bond recording	GC 27361	\$3.00
Additional or replacement ID card	B&P 6404	\$10.00
Clerk Photocopies (per page)	GC 26831	\$1.00
Clerk Certification - unless otherwise specified	GC 26833	\$1.75
Authentication of Notary or Public Official - (if Oath of Office is on file)	GC26839	\$20.00

## ELECTION DIVISION FEES

AVAILABLE FOR ELECTION AND GOVERNMENTAL PURPOSES ONLY	CODE	AMOUNT
Master Voter Index CD - Data - Secretary of State Form Required	EC 2191	\$50.00
Select Election Specific Request Report	EC 2191	\$5.00
Select Voter Index by Supervisor District CD	EC 2191	\$10.00
Select Voter Index by District CD (under 1,000 voters)	EC 2191	\$5.00
Select Voter Index by District CD (over 1,000 voters)	EC 2191	\$10.00
Voter Registration Certification	EC 2167	\$2.00
Photocopies of Fair Political Practices Forms (per page)	Per FPPC Code	\$0.10
Photocopies of FPPC statements exceeding 5 years from filing (per request)	Per FPPC Code	\$5.00
Notice of Intent to File Petition	EC 9103(b)	\$200.00

## RECORDER DIVISION FEES

Beginning January 1, 2018, California Recorders are required to collect the State Affordable Housing and Jobs Tax - SB2, for every real estate instrument recorded in connection with transfer of real property, up to \$225 per transaction, unless otherwise exempt per list of exemptions, which must be stated on the face of the document. This tax is in addition to all applicable recording fees and is transmitted to the state.

\$75.00

RECORDING FEES	CODE	AMOUNT
First page of each document (limited to 8 1/2" x 11" sheet)*	GC 27361	\$15.00
Each additional page within the same document (limited to 8 1/2" x 11" sheet)*	GC 27361	\$3.00
Penalty pages: Documents including ANY page not 8 1/2' x 11" are charged standard fee PLUS an additional per page fee for all pages contained	GC 27361 (2a)	\$3.00
Collection of State Affordable Housing and Jobs Tax - SB2 - For every real estate instrument recorded in connection with transfer of real property, up to \$225 per transaction (unless otherwise exempt per authorized list of exemptions. Exemption must be stated on first page of document presented.		\$75.00
Documentary Transfer Tax - .55 @ \$500, or fractional portion thereof, of the sale price or value of the real property being transferred	R&T 11911	\$0.55
Deed presented for recording without Preliminary Change of Ownership Report (PCOR)	R&T 480.3 b	\$20.00
Conformed copies (if copy and stamped envelope are provided)		NO FEE
COMBINED DOCUMENTS INCORPORATED INTO ONE FORM	CODE	AMOUNT

First document	GC 27361.1	\$15.00
Second document	GC 27361.1	\$15.00
Each additional page	GC 27361.1	\$3.00
SB2 applies to both document titles		\$75.00 ea
DOCUMENTS REQUIRING ADDITIONAL INDEXING	CODE	AMOUNT

Each reference	GC 27361.2	\$1.00
Each group of 10 names, or fraction thereof, after initial group of 10 names	GC 27361.8	\$1.00

MINING DOCUMENTS	CODE	AMOUNT
Notice of Location first page SB2 fee's apply	GC 27361	\$15.00
Each additional page	GC 27361	\$3.00
Proof of Labor (Affidavit of Assessment Work) first page	GC 27361	\$15.00
Each additional page	GC 27361	\$3.00
Notice of Intent to Hold	GC 27361	\$15.00
Each additional page	GC 27361	\$3.00
Each additional claim (unless contiguous)	GC 27361.8	\$1.00
Each group of 10 names, or fraction thereof, after initial group of 10 names (if contiguous)	GC 27361.8	\$1.00

<b>LIENS</b>		<b>CODE</b>	<b>AMOUNT</b>
Local and State Government Lien Recordings		GC 27361	No Fee
<i>Federal</i> Lien Recordings		GC 27361, GC 27387	\$15.00
Mechanics Lien Recording		GC 27361.3	\$18.00
Each additional page		GC 27387	\$3.00
<b>RELEASE of lien (if original lien was recorded with no fee) For State &amp; Local first page</b>		GC 27361.3	\$20.00
* Each additional page for <b>Federal and Non-resident releases</b> / Release Judgments		GC 27361	\$3.00
Filing of 20 Day Preliminary Notice of Lien		CC 3097	\$20.00
Regular Liens such as Districts and HOA's		GC27361	\$19.00
Additional Debtor and or additional pages		GC37361	\$3.00
<b>UCC FINANCIAL STATEMENTS</b>		<b>CODE</b>	<b>AMOUNT</b>
Standard form (one/two pages)		GC 12194	\$10.00
Non-Standard form (three or more pages or out of state)		GC 12194	\$20.00
<b>MAPS</b>		<b>CODE</b>	<b>AMOUNT</b>
Recording - First page of map		GC 27372	\$8.00
Each additional page of map		GC 27372	\$2.00
Map Images - CD/Flash Drive - (Initial Subscription) includes all map types		GC 27366	\$400.00
Updates to Map Image CD/Flash Drive (Twice Yearly) each update		GC 27366	\$50.00
<b>MILITARY DISCHARGE DOCUMENTS (DD 214)</b>		<b>CODE</b>	<b>AMOUNT</b>
Discharge - Recording - First page and additional pages		GC 27381	NO FEE
Discharge - Certified Copies or related qualifying document		GC 6107	NO FEE
Requestor restrictions apply			
<b>OFFICIAL RECORDS PHOTOCOPY FEES</b>		<b>CODE</b>	<b>AMOUNT</b>
Each page		GC 27366	\$1.00
Certification (per document)		GC 27364	\$1.75
<b>RECORDER MISCELLANEOUS FEES</b>		<b>CODE</b>	<b>AMOUNT</b>
Official Records Images - CD (Twice Monthly)		GC 27366	\$50.00
<b><u>VITAL STATISTICS</u></b>		<b>CODE</b>	<b>AMOUNT</b>
Birth Certificate		H&S 103625	\$29.00
Marriage Certificate		H&S 103625&103525.	\$17.00
Death Certificate		H&S 103625	\$24.00
Government Agency Birth Certificate		H&S 103625	\$22.00
Government Agency Marriage Certificate		H&S 103625	\$12.00
Government Agency Death Certificate		H&S 103625	\$24.00
Fetal Death - Government and Public		H&S 103625(a)(f)	\$21.00
<b><u>MISCELLANEOUS FEES</u></b>		<b>CODE</b>	<b>AMOUNT</b>
VitalChek credit card transaction - service fee			\$7.00
GovPay credit card transaction - initial service fee			\$1.50
Outgoing FAX/EMAIL service fee (in addition to copy fees)		GC 27366	\$5.00
Returned Check Fee (in addition to original check amount)		Treasurer Requiremen	\$25.00