

**YAMHILL COUNTY CLERK'S AND RECORDER FEES**  
**September 28, 2009**

**RECORDING:**

**Documents in the Deed and Mortgage Record**

County Clerk's Fees (ORS 205.320)	\$ 5.00	per page
Surveyor's Land Corner Restoration Fund (Ordinance #483)	\$10.00	per document
Assessment & Taxation Fee (Except Satisfaction of Judgments)	\$10.00	per document
Oregon Land Information System Fund (Except satisfaction judgment)	\$1.00	per document
Assignments, Releases & Satisfactions assigning, releasing or satisfying more than one document	\$ 5.00	each additional assignment, release, etc.
Affordable Housing Fee (ORS 458.600-655)	\$15.00	per document

**Documents in the Lien Record**

Statutory Lien Record	\$ 5.00	per page
County Clerk Lien Record	\$ 5.00	per page
A & T Fee and OLISF Fee	\$11.00	per document

**Fees in Addition to Recording Fees**

Nonstandard Documents (ORS 205.327)	\$20.00	per document
Documents describing more than one Transaction (ORS 205.236)	\$ 5.00	per additional transaction or title

**Plats**

100 lots or less (Ordinance #329)	\$45.00	
More than 100 lots (Ordinance #329)	\$45.00	plus \$ 1.00 per lot over 100
Surveyor's Land Corner Restoration Fund (Ordinance #483)	\$10.00	per plat
A & T Fee and OLISF Fee	\$11.00	per document

**Affidavit of Correction & Affidavit of Remonumentation**

Examination and Marking Correction on Plat by Surveyor (Ordinance #329)	\$50.00	
Surveyor's Land Corner Restoration Fund (Ordinance #483)	\$10.00	per document
Recording Fee (ORS 205.320)	\$ 5.00	per page
A & T Fee and OLISF Fee	\$11.00	per document

**Vacation of a Public Dedication**

Recording Fee (ORS 205.320)	\$ 5.00	per page
Surveyor's Land Corner Restoration Fund (Ordinance #483)	\$10.00	per document
Marking Vacation on Plat by Surveyor	\$25.00	
A & T Fee and OLISF Fee	\$11.00	per document

**Other Recordings**

Affidavit of Authority & Revocation of Authority to Perform Marriages	\$ 5.00	per page
Cooperative Contracts	\$ 5.00	per page + \$5. per name over one
Affidavits and Certificates of Mining Claims	\$ 5.00	per page + \$5. Per additional claim
A & T Fee and OLISF Fee	\$11.00	per document

**OTHER FEES**

Location of a Public Record	\$ 3.75	per record
Research of a Public Record (Ordinance # 85-449)	\$32.00	per hour
Official Certificates of Clerk's Records	\$ 3.75	
Copies of a Public Record	\$ .25	per page
Copies Enlarged, Reduced or Collated	\$ .40	per page
Copies of 11" x 17" plat maps	\$ 1.50	per page
Copies of 18" x 24" plat maps	\$ 2.50	per page
Liquor License Approval	\$25.00	

**License Fees**

Marriage License	\$50.00	
Duplicate Ceremonial Certificate	\$1.00	
Duplicate Marriage License	\$10.00	
Marriage Ceremony	\$15.00	
County Business License, Peddler, Door to Door Sales	\$15.00	per year
County Business License, Pawnbroker, Secondhand & Junk Dealer	\$20.00	per year
County Business License, Identification Certificates	\$ 2.00	each

## REQUIREMENTS FOR A STANDARD DOCUMENT

All documents presented for recording must be “**required or permitted by law to be recorded.**”

ORS 205.232 provides that a county clerk shall not accept an instrument for recording unless it is:

- a) Printed on sheets of not less than 20-pound opaque bond paper;
- b) On sheets that are not larger than 14 inches long and 8.5 inches wide;
- c) With text printed or written in 8-point type (approximately 1/8 inch) or larger.

In addition to the above, ORS 205.234 requires that certain information is contained on the first page of the instrument presented for recording (or a cover sheet recorded with the document):

- a) The name(s) or label(s) of the transaction or transactions contained in the instrument; (ORS 205.236)
- b) The names of the parties to the instrument;
- c) The name of the person to whom the instrument will be returned after recording;
- d) For conveyances or contracts to convey, the true and actual consideration (ORS 93.030)
- e) For conveyances or contracts to convey, the address where tax statements will be sent (ORS 93.260)
- f) For liens in the County Clerk Lien Record, the amount of the lien (ORS 205.125);
- g) For liens in the County Clerk Lien Record, full or partial satisfaction if any (ORS 205.125)
- h) For instruments assigning a mortgage or trust deed, the name and address of the assignee is required.

An instrument **not** meeting the above standards will be charged a “non-standard” fee of \$20.00 in addition to the usual recording fees. (ORS 205.327)

### Clearly labeled means:

#### **ORS 205.236 Instrument describing two or more transactions; recordation; fee.**

(1) An instrument required or permitted by law to be recorded shall be clearly labeled in sufficient detail to enable the clerk to record the instrument in the appropriate record.

(2) An instrument describing two or more transactions recordable as separate instruments may be recorded when the instrument is labeled in sufficient detail to enable the clerk to record the transactions in the appropriate records and:

- (a) The transactions described in the instrument involve the same properties;
- (b) The transactions are assignments, releases or satisfactions described in ORS 205.320 (12); or
- (c) The instrument is recorded under ORS 311.675.

(3) When an instrument described in subsection (2) of this section is accepted for recording by a county clerk, the county clerk shall enter the instrument into the appropriate records.

(4) In addition to and not in lieu of the fees charged under ORS 205.320, a fee of \$5 shall be charged for recording each additional transaction described in subsection (2) of this section.

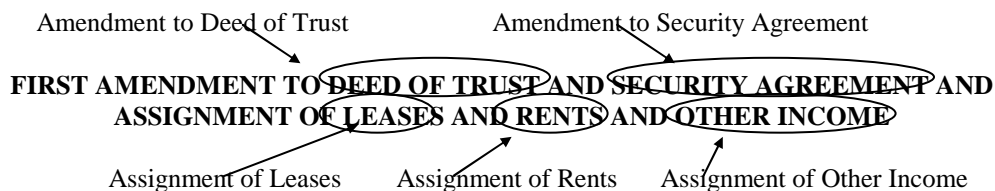
(5) Nothing in this section is intended to abolish the requirements for collection of the fees required under section 15, chapter 796, Oregon Laws 1989.

(6) Recording an instrument under this section when the instrument is not clearly labeled does not affect the validity of the recordation.

(7) A county clerk shall not incur civil or criminal liability, either personally or in an official capacity, for recording an instrument under this section when the instrument is not labeled in sufficient detail to allow the clerk to record the transactions in all appropriate records.

<1991 c.230 s5; 1993 c.321 s5>

Example of an instrument describing more than one transaction:



The instrument describes five (5) transactions, all of which could be recorded as separate instruments.

UCC Fixture Filings will be recorded, indexed and fees charged as a mortgage document.