

# Morrow County Clerk's Fee Schedule

12/15/2015-All Fees must be paid in advance no debit or credit cards accepted currently

Morrow County requires a 3X2 block of space on the first page of all documents for the recording sticker. Only original documents or certified unchanged copies of the original can be recorded. All recording fees are required to be paid at the time of recording.

## Recording:

**Deed and Mortgage Records** (Warranty Deed, Bargain and Sale Deed, Certificate of Death, Easement, Power of Attorney (must involve real property), Leases, Reconveyances, Satisfaction, etc.) **\$46.00 first page and \$5.00 per each additional page**  
**Lien Record** (not mortgage or UCC) **\$36.00 first page and \$5.00 each additional page**

**Non-Standard Document Fee ORS 205.327** **\$20.00**

**Two or More transactions (titles) ORS 205.236** **\$5.00 per title**  
Documents describing more than one transaction (dual titled) example: Substitution of Trustee and full reconveyance. (2 titles). Any document that can stand on its own is a title. Each additional instrument or transaction number being assigned, released or satisfied will be charged and additional **\$5.00**(all document types).

**Partition Plat - 3 lots or less** **\$361.00**  
All Plats, if more than one (1)  
Mylar page, additional per page cost of **\$ 5.00**

<b>Subdivision -</b>	<b>BASE FEE + Clerks/Surveyor fees below</b>	<b>\$431.00</b>
<b>20 lots or less</b>	<b>PLUS BASE FEE</b>	<b>\$100.00</b>
<b>21 Through 29</b>	<b>PLUS BASE FEE</b>	<b>\$150.00</b>
<b>30 Through 49</b>	<b>PLUS BASE FEE</b>	<b>\$200.00</b>
<b>50 through 74</b>	<b>PLUS BASE FEE</b>	<b>\$250.00</b>
<b>75 through 100</b>	<b>PLUS BASE FEE</b>	<b>\$300.00</b>
<b>Over 100 lots</b>	<b>PLUS BASE FEE</b>	<b>\$350.00</b>

**SURVEOR FEE PER LOT FEE** **\$10.00**

All Subdivisions, if more than one (1) Mylar page, additional per page cost \$5.00

## MINIMUM STANDARDS FOR INSTRUMENTS TO BE RECORDED:

ORS 205.232 Instruments must be printed on sheets of paper not larger than 14 inches long and 8 ½ inches wide with text printed or written under 8-point type/font. The paper must be of sufficient quality for recording photographically. A Non-standard fee of **\$20.00** will be charged if not in compliance.

\*ORS 205.234 Requirements for first page of instruments to be recorded; cover sheet. **First page shall contain at least:**

1. Names of transactions
2. Names of parties (grantor, grantee, etc)
3. Names and address where document is to be returned
4. Name and address where tax statement is to be sent (where required/all documents transferring title)
5. Consideration paid (where required)
6. for lien records, information required by ORS 205.125 (1c & e)

\* If your document does not meet the requirements above, you will need to add a cover sheet filled out completely with all the pertinent information pertaining to the document being recorded. This will be part of the page count and considered the first page.

**A non standard fee will be applied to all Trust Deed, Deed of Trust if the words "Lender is Beneficiary" does not appear on the first page of instrument.**

## RE-RECORDINGS: Treated as a new document all recording fees apply

1. An instrument that has been previously recorded may be rerecorded to make corrections in the original instrument.
2. The county clerk shall record an instrument presented for rerecording as provided in subsection (1) of this section. The corrected instrument need not be acknowledged again. The person presenting the instrument for rerecording shall cause a rerecording certificate to be affixed to the first page of the instrument or to a cover sheet authorized by ORS 205.234 (2) added as a new first page to the instrument. The rerecording certificate shall contain the words "RERECORDED AT THE REQUEST OF \_\_\_\_ TO CORRECT \_\_\_\_ PREVIOUSLY RECORDED IN BOOK \_\_\_\_ AND PAGE \_\_\_\_, OR AS FEE NUMBER \_\_\_\_."
3. A certified copy of a recorded instrument **may not** be altered for the purpose of correcting the original instrument. The person presenting the instrument may present an unaltered certified copy of the recorded instrument when it is attached to a cover sheet authorized by ORS 205.234 (2). The cover sheet must contain the rerecording certificate described in subsection (2) of this section. The re-recorded document may include attachments identified on the cover sheet that are necessary to make the corrections.

**Effective Wednesday, January 01, 2014, recording fees for many documents increased by \$5.00 due to HB 2417 (Oregon Housing Alliance Tax).**

The limited number of documents exempt from the **Housing Alliance Tax (HAT)** are as follows:

- Instruments that are otherwise exempt from recording or filing fees under any provision of law
- Any satisfaction of judgment or certificate of satisfaction of judgment
- Internal county government instruments not otherwise charged a recording or filing fee
- Affidavits of Annual Assessment (mining claims)
- Warrants issued by the Employment Department pursuant to ORS 657.396, 657.642 and 657.646
- A certified copy of a judgment, a lien record abstract as described in ORS 18.170 or a satisfaction of judgment noticed by recordation of a lien record abstract
- Instruments presented for recording by the Department of Revenue

**Recording fee chart:**

Type	Recording	LCP	A&T	OLIS	HAT	Total
Deeds	\$5.00	\$10.00	\$10.00	\$1.00	\$20.00	\$46.00
Mortgages	\$5.00	\$10.00	\$10.00	\$1.00	\$20.00	\$46.00
Liens	\$5.00	--	\$10.00	\$1.00	\$20.00	\$36.00

LCP – Land Corner Preservation Fund  
 OLIS – Oregon Land Information System

A&T – Assessment & Taxation Fund  
 HAT – Housing Alliance Tax

The above fee chart represents the cost for recording a one page, one transaction document. Multiple transactions are \$5.00 per additional transaction and multiple pages are \$5.00 per additional page. Documents submitted with insufficient fees will be returned **unrecorded**.

**License Fees**

Marriage License	\$50.00
Duplicate Ceremonial Certificate	\$5.00
Duplicate Marriage License	\$10.00
Marriage affidavit of correction	\$10.00
Certified Copy	\$7.75 additional copies if purchased at same time \$4.00 each

**Public Record Fees:**

Location	\$3.75
Certification	\$3.75
Photo Copy	\$.25 per page/image
Filing fee (not recorded)	\$5.00
List of Registered Voters	\$3.75 + 12.50 Set up fee + \$ 0.25 per image
All sent images (FTP, email, etc.)	\$3.75 Location; per image \$0.25
Fax fee	See County Schedule
Abstracts-Election Results	\$3.75 Location; per image \$0.25
Filing fee for Emancipation of Minor	\$77.00

**Service Fees:**

Death Certificate: <i>first 6 months after death only</i>	\$25.00 first record, \$20.00 all additional (same day purchase)
In county deaths only: all others go to Oregon Vital Records	

Notary Acts	\$5.00 first Notary act \$1.00 per additional notarizations (No charge to documents being recorded in the clerks records)
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Marriage Ceremony (in office)	\$100.00
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Passport Acceptance Processing Fee	\$25.00
Passport Pictures	\$10.00
Book (16 & older) (CHECK OR MONEY ORDER TO US DEPARTMENT OF STATE)	\$110.00 Valid for 10 years
Book (15 & younger) (CHECK OR MONEY ORDER TO US DEPARTMENT OF STATE)	\$80.00 Valid for 5 years
Card (16 & older) (CHECK OR MONEY ORDER TO US DEPARTMENT OF STATE)	\$30.00 Valid for 10 years
Card (15 & younger) (CHECK OR MONEY ORDER TO US DEPARTMENT OF STATE)	\$15.00 Valid for 5 years
Expedite Fee CHECK OR MONEY ORDER TO US DEPARTMENT OF STATE)	\$60.00 per application (mailing envelopes extra)

All Minor applicants, including renewals, must apply in person at a Passport Agency, authorized Passport Application Acceptance Facility, U.S. Embassy or Consulate. Please see Special Requirements for Children under Age 16.

Information on Passports go to

[travel.state.gov](http://travel.state.gov)