

## BUSINESS



HOURS: 8:00 a.m. - 4:30 p.m.  
 Except for \* 8:00 a.m. - 4:00 p.m.

### FICTITIOUS BUSINESS NAME

#### Fictitious Business Names (FBN) Statement

(includes registration of one business name,  
 one or two registrants / owners, and  
 one certified copy)..... \$37.35

**Each additional business name and/or owner**  
 (must have same business address and  
 owners) **on the same statement**..... \$7.00

**FBN Statement of Abandonment**..... \$37.00

**FBN Statement of Withdrawal**  
**from Partnership**..... \$37.00

**Business name research per name by staff**... \$30.00

**Each additional certified copy**..... \$10.00

**Each additional plain copy**..... \$7.00

**Fictitious Business Name Standard Marketing**  
**Report** - \$15.00 first page; \$.25 each additional page

**Filing of Dissolution of Partnership**  
**Publication Notice**..... \$30.00

**Power of Attorney - Surety Company**  
**(Appointment or Revocation)**  
 One Name..... \$16.00  
 Each Additional Name..... \$9.00

#### Notary Signature Authentication

1st Signature, Per Notary..... \$38.00  
 Each additional signature after  
 the 1st for the SAME Notary..... \$2.25

**Signature Acknowledgement, Per Signature**... \$38.00

**Notary Public Journal Search Fee**  
 \$6.00 per name plus \$6.00 per year, per notary

**Certificate of Fact**..... \$12.00

**Signature of Authentication of County Medical Officer**  
 First Signature..... \$13.00  
 Each additional signature authentication,  
 at the same time..... \$2.25

**Copy Fees - Misc. document (unless set by statute)**  
 Certified, first page..... \$10.00  
 Plain, first page..... \$7.00  
 Additional pages / per page..... \$1.00

## BUSINESS



### The following registration fees are based on a one-page Bond:

Notary Public Registration.....	\$53.00
* Process Server Registration.....	\$142.00
* Legal Document Assistant Registration.....	\$197.00
* Unlawful Detainer Assistant Registration.....	\$197.00
* Professional Photocopier Registration..	\$197.00
* Professional Photocopier Registration if also a <i>Registered Process Server</i> .....	\$122.00

**Each additional bond page** (after the first)  
*for all of the above Registrations*..... \$3.00

**Additional Identification Card, per card**..... \$10.00

**Revocation or Reinstatement of Bond, 1 page..** \$22.00

**Each Additional Page Revocation or Reinstatement**  
 (including cover page is needed)..... \$3.00

\* **California Environmental Quality Act Documents**  
 (Fees below include \$50.00 County Clerk Processing Fee)

**Notice of Exemption**..... \$50.00

**Notice of Determination**  
 Negative Declaration..... \$2,094.00  
 Environmental Impact Report..... \$2,889.25

The Fish & Game Notice of Determination Fee may be  
 reduced if proper fee exemption documentation is provided.

**Humane Officer Registration**..... \$5.00

**Translation Certification**..... \$10.00

### OFFICIAL RECORDS PUBLIC SEARCH, COPIES

HOURS: 8:00 a.m. - 4:30 p.m.



**IRS Tax Lien Search (CCP 2103)**..... \$15.00

**Copies:**  
**Certification** - additional for each  
     **completed document**..... \$2.00

**Copies, plain-** first page..... \$10.00  
     each additional page..... \$3.00

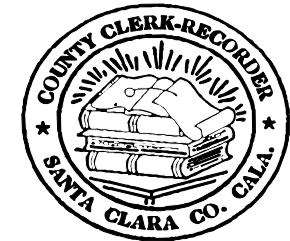
**Grantor / Grantee index** - per page..... \$1.75  
 (Cannot be Certified)

**Maps** - copy, first page..... \$10.00  
     each additional page..... \$3.00

**Map Reports - per page**..... \$1.75

# Clerk-Recorder's Office

70 W. Hedding St., 1<sup>st</sup> Fl., E. Wing  
 San Jose, CA 95110  
 (408) 299-5688



### Web Information

Info site: [www.clerkrecorder.org](http://www.clerkrecorder.org)  
 Search: [www.clerkrecordersearch.org](http://www.clerkrecordersearch.org)

# Hours Fee Schedule

Effective July 1, 2011

## VITAL RECORDS



HOURS: 8:00 a.m. - 4:30 p.m.  
 FAX: (408) 280-6611  
 (for Marriage Certificate Orders)

Birth Certificate.....	\$19.00
Death Certificate.....	\$12.00
Marriage Certificate.....	\$14.00

## PASSPORT ACCEPTANCE OFFICE

HOURS: 8:00 a.m. - 3:00 p.m.



**Passport: Adults** age 16 & over -

Passport Book.....	\$110.00
Passport Card.....	\$30.00

**Passport: Children** - 15 and under

Passport Book.....	\$80.00
Passport Card.....	\$15.00

**All passports**  
 require separate agency acceptance fee: \$25.00

<b>Passport Photos</b> .....	\$12.00
<b>Expedite Fee</b> (Additional).....	\$60.00

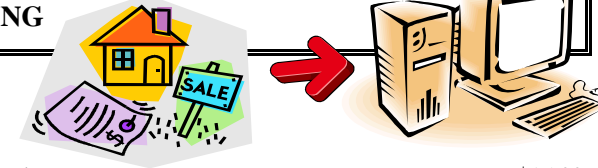
## MARRIAGE



HOURS: 8:00 a.m. - 4:30 p.m.

<b>Standard Marriage License</b> .....	\$79.00
<b>Confidential Marriage License</b> .....	\$83.00
<b>Marriage Ceremony</b> .....	\$80.00
<b>Credible Witness Fee</b> (per signature for marriage license applicants lacking proper identification).....	\$10.00
<b>Witness Fee</b> (for the required witness at marriage ceremonies).....	\$10.00
<b>Certified Copy of Confidential Marriage Certificate</b> .....	\$14.00
<b>One-day Marriage Commission</b> .....	\$80.00
<b>Chapel Usage Fee</b> (per 10 minutes)....	\$40.00

## RECORDING



HOURS: 8:00 a.m. - 4:30 p.m.

### Recording Fees

First page - standard size 8.5" x 11" (Govt. Code 27361 et seq.) Standard Fee.....	\$15.00
Each additional page (Each printed side of a sheet is counted as one page.) Standard Fee.....	\$3.00
Non-standard size document penalty (for every page of a document containing a page which is NOT 8.5" x 11") Maximum sheet size is 8.5" x 14" (Govt. Code 27361 & 27361.5).....	\$3.00
Charge for each requested conformed copy.....	\$5.00
Note: There is a surcharge of \$3.00 on the following types of documents in addition to the above recording fees: Deed of Trust, Assignment of Deed of Trust, Request for Notice of Default, Notice of Default, Substitution of Trustee, Notice of Trustee Sale, Notice of Rescission of Declaration of Default, & Reconveyance -- re-recording any of these instruments (Govt. Code 27388).....	
Penalty Print (More than 9 lines per vertical inch or 22 characters per horizontal inch), per page.....	\$1.00
Documents referring to previously recorded documents (Govt. Code 27361.2) A fee of \$1.00 is charged for each reference to a previously recorded document other than the first reference, i.e., Blanket Assignment of Deed of Trust, Blanket Substitution of Trustee (Govt. Code 27361, et seq.).....	\$1.00
Combined documents.....	\$15.00
Involuntary lien notification (in addition to regular fee), per debtor.....	\$4.00
Documents requiring additional indexing:	
Each group of 10 names or fractional portion thereof after the initial group of 10 names .....	\$1.00
Release of lien by Political Subdivision (state, county, city, except federal) .....	\$13.00
Releases of Lien by Federal Agency.....	see Standard Fees Above
Reconveyance by a Political Subdivision (state, county, city, etc.).....	\$13.00
Recording of a document evidencing a change of ownership without concurrent filing of a Preliminary Change of Ownership Report (Revenue & Taxation Code 480.3).....	\$20.00
Survey Monument Preservation Fund (Santa Clara County Ord. A-14) A fee of \$10.00 is charged if the property description on a Grant Deed refers to:.....	\$10.00
* A portion of a lot created by a recorded Tract Map	
* A lot or parcel created by recording of a Survey Map or Parcel Map	
* U. S. Government Survey (Township and Range)	
* Metes and Bounds	
* Street Address	
UCC Filings: For one or two pages .....	\$10.00
For three or more pages .....	\$20.00

### Filing Fees:

Preliminary 20-day Notice (Notices are filed only for private work).....	\$50.00
Maps, first page (Govt. Code 27372).....	\$8.00
Each additional page .....	\$2.00
Building Contracts (Civil Code 3258).....	\$15.00

### HOURS OF OPERATION

All divisions are open 8:00 AM - 4:30 PM  
 with the exception of:  
**PASSPORTS 8:00 AM - 3:00 PM**  
**ENVIRONMENTAL FILING (CEQA) and**  
**PROFESSIONAL AGENTS 8:00 AM - 4:00 PM**

### Note:

This office accepts payments  
 via debit cards with additional  
 transaction fee of \$2.50.  
**VISA NOT ACCEPTED**