

## VITAL RECORDS \*\*

TYPE	CODE	FEE (\$)
Certified copy of vital record:		
• Birth	HS 103625, 100430,	21.00
For public agency or private adoption agency	103525.5; Welf 18966	12.00
• Death	HS 103625, 100430,	14.00
	103525.5; Penal 14251	
• Marriage	HS 103625, 100430,	14.00
For public agency	Fam 1852	10.00
Search vital records		
• Birth	HS 103650	21.00
• Death		14.00
• Marriage		14.00
Apostille of record (birth, death, or marriage)	HS 103650	12.00

Apostilles are issued only through the Sec. of State Office of California.

## MISCELLANEOUS

TYPE	CODE	FEE (\$)
× Copy of paper on file:		
No Certification:		
• First page	Gov 26831, 27366	5.00
• Subsequent page		1.00
Certification and/or under seal	Gov 27364, 26833	5.00
Filing Environmental Impact Report	F&G 711.4	2,919.00
• Plus County Handing Charge		50.00
Filing Environmental Impact Report-Negative Declaration	Pub. Res. 21080	2,101.50
• Plus County Handing Charge		50.00
Filing Environmental Impact Report-Mitigated Negative Declaration	Pub. Res. 21080	2,101.50
• Plus County Handing Charge		50.00
Filing Environmental Document pursuant to a Certified		992.50
× Regulatory Program		
• Plus County Handing Charge		50.00
FPPC Form 700 (copy, per page) (plus \$5.00 retrieval fee for forms 5 or more years old)	Gov 81008	0.10
× Power of Attorney of admitted surety insurer (file):		
• First name	Gov 26855.1	18.00
• Each additional name		5.00
× Naturalization Index Search & Certificate	8 USC 1449, Gov 26836	13.00
Passport Filing Fee (County fee)	22 USC 214; 22 CFR 51	25.00
× Search Coroner Reports (one-half hour)	Gov 26854	115.00
× Technical Work (custom, per half hour)	Gov 54895	50.00
× Translation Certificate	Gov 27361.9	10.00

## CONTACT INFORMATION

### ASSESSOR

Real Property ..... 650.363.4500  
 Business Property ..... 650.363.4501

### ASSESSMENT APPEALS BOARD

[www.co.sanmateo.ca.us/assessmentappeals](http://www.co.sanmateo.ca.us/assessmentappeals)  
 Appeals Board ..... 650.363.4573

### ELECTIONS OFFICE

[www.shapethefuture.org](http://www.shapethefuture.org)  
 Registration, Voter Info & Candidate Filing ..... 650.312.5222

### COUNTY CLERK

Fictitious Business Names ..... 650.363.4500  
 Marriage ..... 650.363.4500  
 Professional Registrations ..... 650.363.4500  
 Notary ..... 650.363.4500  
 Secretary of State Notary Division ..... 916.653.3595

### RECORDERS

Doc Recording, Liens & Grantor Grantee Info ..... 650.363.4500

### VITAL RECORDS

Birth, Death and Marriage Certificates ..... 650.363.4500  
**State of California**  
 Office of Vital Records ..... 916.445.2684  
**San Mateo County**  
 Vital Statistics ..... 650.573.2395

### MISCELLANEOUS

Customer Service ..... 650.363.4500  
 Dept of Fish and Game ..... 916.654.3821  
 U.S. Passport Agency - SF ..... 877.487.2778

SAN MATEO COUNTY  
 ASSESSOR-COUNTY CLERK-RECORDER-ELECTIONS

555 County Center  
 Redwood City, CA 94063  
 650.363.4500

[www.smcare.org](http://www.smcare.org)  
 Monday - Friday 8 a.m. - 5 p.m.



SAN MATEO COUNTY

## SCHEDULE OF FEES



Mark Church  
 Assessor-County Clerk-Recorder  
 & Chief Elections Officer

San Mateo County  
 555 County Center  
 Redwood City, California 94063  
 650.363.4500



# Schedule of Fees

(Effective January 1, 2009. Fees are subject to change.)

## ASSESSMENT DATA \*

TYPE	CODE	FEE (\$)
Assessment Appeals Board File (electronic copy of all appeals)	RT 408.3, 409	305.00
Assessment Roll Master (electronic copy) for Secured or Unsecured Properties	RT 408.3, 409	
• Formatted in fixed ASCII Text		305.00
• Formatted in PDF		120.00
Assessor's Map: Photocopy (plus \$1 to certify)	RT 409	* 2.00
Property Characteristics file (electronic) of all parcels within one category (Residential, Apartment, Condominium, Mobile Home, Hotel/Motel, Industrial, or Office/Retail)	RT 408.3, 409	305.00
Property Sales History (electronic file)	RT 408.3, 409	305.00

## ELECTIONS \*

TYPE	CODE	FEE (\$)
Certificate of Voter's Registration	Elec 2167	1.50
Candidate Nomination Filing Fee	Elec 8100-8107, 8302	Various
Candidate Statement Fee	Elec 13307, Gov 85601	Various
Voter Information (per file)	Elec 2188, 2191	125.00
Precinct Map - Entire County (per file)	Elec 12260	20.00

## FICTITIOUS BUSINESS NAMES (FBN) \*

TYPE	CODE	FEE (\$)
File FBN Statement (file & index statement, certified copy, notice of pending expiration):		
• First FBN and owner	BP 17929(a)	34.00
• Each add'l FBN on same Statement for same owner operating at same location		5.00
File Statement of Abandonment of FBN	BP 17929	11.00
File Withdrawal of General Partner of FBN	BP 17929	11.00
Certified Copies of FBN Statement	BP 17926(b)	5.00
Electronic copy of FBN index	BP 17928	50.00
Search Fee (per name per year)	Gov 26854	10.00

## MARRIAGE \*

TYPE	CODE	FEE (\$)
License:		
• Public	Gov 26840 et seq., HS 100435, Welf 18305	78.00
• Confidential	Gov 26840 et seq.	80.00
• Duplicate/Replacement	Fam 360, 510	5.00
Ceremony:		
• Standard	Gov 26861	65.00
• Supplement for Internet Wedding Cam	Gov 54985	50.00
Deputize Marriage Commissioner	Fam 401	60.00
Authorize Notary re: Confidential License	Fam 536	300.00

## NOTARY PUBLIC \*

TYPE	CODE	FEE (\$)
File & record oath and first page of bond:	Gov 8213, 26849.1, 27361	43.00
• Each additional page		3.00
Verify Notary's Signature:	Gov 26837, 26852	
• First signature		12.00
• Each additional signature by same notary		5.00

## PROFESSIONAL REGISTRATIONS \*

\* Indicates add recording fees required for bond

TYPE	CODE	FEE (\$)
Humane Officer	Corp 14502.3(e)	5.00
Legal Document Assistant (registration, ID) *	BP 6404	175.00
• Additional ID card		10.00
Photocopier Registration (registration, ID) * (\$100 if also a process server)	BP 22453, 22453.1	175.00
• Additional ID card		10.00
Process Server (registration, ID, fingerprints) *	BP 22352	112.00
• Additional ID card		10.00
Unlawful Detainer Assistant *	BP 6404	175.00
• Additional ID card		10.00

### California Codes:

BP = Business & Professions  
CCP = Civil Procedure  
Civ = Civil

Comm = Commercial  
Corp = Corporations  
Elec = Elections

Fam = Family  
FG = Fish & Game  
Gov = Government

HS = Health & Safety  
Pen = Penal  
PR = Public Resources

RT = Revenue & Taxation  
Welf = Welfare & Institutions

## RECORDING

TYPE	CODE	FEE (\$)
Basic Recording Fees:		
• First page	Gov 27361, 27361.4	15.00
• Each additional page		3.00
Penalty: Undersized print (per page)	Gov 27361 (a)(1)	1.00
Penalty: Oversized page (per page)	Gov 27361 (a)(2)	3.00
Combined Documents (per title)	Gov 27361.1	15.00
* Penalty: No Preliminary Change of ownership statement Filed with Property Transfer	RT 480.3(b)	20.00
Additional Indexing: Notice (per group of 10 names after initial 10)	Gov 27361.8	1.00
Additional Indexing: Referenced Documents (per reference)	Gov 27361.2	1.00
* Preliminary 20-Day Notice (record, notify filer)	Civ 3097, Gov 27361.9	84.00
* Financing Statements / UCC (record):		
• First page	Gov 12194, 27361	15.00
• Each additional page		3.00
Involuntary Liens:		
(1) Private/federal, affecting real property:		
(a) Record and index lien:	Gov 27361; CCP 2104	Basic
* (b) Supplemental fee to notify debtors (Government filers exempt):	Gov 27387	7.00
• Each additional group of ten debtors		3.00
(c) Search files & certify findings (per debtor)	CCP 2103	15.00
(2) State tax lien (in-state debtor):	Gov 6103.8, 7171(d), 7174(h)	No fee
• Out-of-state debtor	Gov 6103.8, 7171(d), 7174(h)	9.00
(3) Release of lien executed by state or local govt, if lien was recorded without fee	Gov 27383	13.00
* Acknowledge/Proof of Recording/ Conformed Copy	Gov 27364	10.00
Research Files	Gov 26854	20.00
* Map of subdivided land:	Gov 27372	
• First page		10.00
• Each additional page		2.00
* File, index, and keep each paper not required by law to be recorded	Gov 27380	9.00

### Federal Laws:

CFR = Code of Federal Regulations  
USC = United States Code

### Revision Authority:

\* = Gov 54985  
\*\* = State reviews and adjusts annually