

-OFFICE OF-

# ☞ COUNTY CLERK AND RECORDER ☞

OF COLUSA COUNTY, CALIFORNIA

HALL OF RECORDS

ROSE GALLO-VASQUEZ

• COUNTY CLERK-RECORDER • REGISTRAR OF VOTERS •

TO: All Document Recording Customers  
FROM: Colusa County Clerk-Recorder Registrar  
DATE: December 20, 2017  
SUBJECT: \$75 HOUSING FEE EFFECTIVE JANUARY 1, 2018

The California Legislature passed and the Governor signed Government Code section 27388.1 mandates that effective January 1, 2018, a \$75 Housing Fee will be charged on certain recorded documents. The full text of Government Code § 27388.1 is provided at the end of this memo along with a schedule of recording fees. County Recorders must enforce the Housing Fee. The Housing Fee will be paid at the time of recording every real estate instrument, paper, or notice required or permitted by law to be recorded, except those expressly exempted from payment of recording fees, per each single transaction per parcel of real property. This fee is not to exceed \$225 per single transaction.

In order to carry out the implementation required by GC 27388.1, the Recorder's Office has developed the following guidelines for recording documents and the application of the \$75 fee:

Each document title presented shall be assessed the \$75 fee unless specifically exempted. Each single transaction involving (documents recorded "in connection with" with the same party(s) and property(s)) can only be assessed a maximum of \$225. There is no cap on transactions involving unrelated documents.

The Recorder's Office will review and apply exemptions specified in GC 27388.1. Exemptions are as follows:

1. All documents that currently record at no fee.
2. Any document where a documentary transfer tax as defined in Revenue and Taxation Code section 11911 is paid. Documents recorded "in connection with" the same transaction will also be exempt from paying the \$75 fee.
3. Documents transferring real property that is a residential dwelling to an owner-occupier. Documents recorded "in connection with" the same transaction will also be exempt from paying the \$75 fee. A Preliminary Change of Ownership Report (BOE 502-A form) may be used to support the owner occupied status. The form is available online at [www.boe.ca.gov/proptaxes/pdf/sample\\_boe502a\\_rev13.pdf](http://www.boe.ca.gov/proptaxes/pdf/sample_boe502a_rev13.pdf) or your local County Assessor's Office.

The following is a list of documents explicitly set out in GC 27388.1 that will require payment of the \$75 fee (Important note: the code states that these documents are included, but the collection of the fee is “not limited to” these titles).

Abandonment of homestead	Mechanic's lien
Abstract of judgment	Notice of completion
Assignment of deed of trust	Notice of default
Covenants conditions and restrictions	Notice of trustee sale
Declaration of homestead	Quit claim deed
Deed	Reconveyance
Deed of trust	Release
Discharge	Request for notice of default
Easement	Subordination agreement
Fictitious deed of trust	Trustee's deed
Grant deed	UCC financing statement
Maps	

**Government Code Section 27388.1.**

*(a) (1) Commencing January 1, 2018, and except as provided in paragraph (2), in addition to any other recording fees specified in this code, a fee of seventy-five dollars (\$75) shall be paid at the time of recording of every real estate instrument, paper, or notice required or permitted by law to be recorded, except those expressly exempted from payment of recording fees, per each single transaction per parcel of real property. The fee imposed by this section shall not exceed two hundred twenty-five dollars (\$225). “Real estate instrument, paper, or notice” means a document relating to real property, including, but not limited to, the following: deed, grant deed, trustee’s deed, deed of trust, reconveyance, quit claim deed, fictitious deed of trust, assignment of deed of trust, request for notice of default, abstract of judgment, subordination agreement, declaration of homestead, abandonment of homestead, notice of default, release or discharge, easement, notice of trustee sale, notice of completion, UCC financing statement, mechanic’s lien, maps, and covenants, conditions, and restrictions.*

*(2) The fee described in paragraph (1) shall not be imposed on any real estate instrument, paper, or notice recorded in connection with a transfer subject to the imposition of a documentary transfer tax as defined in Section 11911 of the Revenue and Taxation Code or on any real estate instrument, paper, or notice recorded in connection with a transfer of real property that is a residential dwelling to an owner-occupier.*

*(b) The county recorder shall remit quarterly, on or before the last day of the month next succeeding each calendar quarterly period, the fees, after deduction of any actual and necessary administrative costs incurred by the county recorder in carrying out this section, to the Controller for deposit in the Building Homes and Jobs Trust Fund established by Section 50470 of the Health and Safety Code, to be expended for the purposes set forth in that section. In addition, the county shall pay to the Controller interest, at the legal rate, on any funds not paid to the Controller before the last day of the month next succeeding each quarterly period.*

**RECORDING FEES**

Building Homes & Jobs Act (GC 27388.1) \$ 75.00
(Per transaction, per parcel, not to exceed \$225)
Recording & Indexing every instrument, paper or notice required or permitted by law \$ 8.00
Two or more documents serially incorporated (each) \$ 8.00
Government Code 27361; 27361.4
Each additional page or fraction of a page \$ 3.00
Government Code 27461
Non-conforming size (additional fee per page) \$ 3.00
Government Code 27361
Conformed copy (each) \$ 1.00
More than nine lines per vertical inch or twenty-two characters per horizontal inch, except directive or explanatory words \$ 1.00
Government Code 27361
Additional indexing referencing previously recorded documents \$ 1.00
Government Code 27361.2
Additional indexing for each group of 10 names or portion thereof, after first group of 10 names \$ 1.00
Government Code 27361.8
Recording every release of lien, encumbrance or notice executed by the state or any county, city district or political subdivision \$ 12.00
Government Code 27361.3; 27361.4
Notifying property owner of involuntary lien \$ 5.00
Each additional property owner \$ 2.00
Government Code 27297.5
Recording bond of notary public or process server (see fees above)
Government Code 8213; 27361.4
Recording full release relating to an agreement to reimburse county for public aid \$ 12.00
Filing any release of judgement in favor of a governmental agency \$ 12.00
Government Code 6103.8; 27361.4
Filing, indexing and keeping each paper not required by law to be recorded \$ 8.00
Government Code 27380; 27361.4
Filing preliminary 20-day notice \$ 40.00
County Ordinance No. 479

**MAP FEES**

Recording or filing and indexing each map where land is subdivided in lots, tracts or parcels \$ 7.00
Each additional page \$ 2.00
Government Code 27372, 27361.4

**FINANCING STATEMENT FEES**

Recording and indexing financial statement
UCC 1-3 Two (2) Pages or less \$ 11.00
UCC 1-3 Three (3) Pages or more \$ 21.00

**OTHER FEES**

Property transfer tax .55 cents per \$ 500
Searching records or files (per file) \$ 5.00
Search for information 50 cents per year (\$1 minimum)
Federal tax lien search \$ 15.00

**VITAL RECORD FEES**

Birth Record \$ 25.00
Public Agency \$ 19.00
Marriage Record \$ 15.00
Public Agency \$ 11.00
Death Record \$ 21.00
Searches for vital records are made at the same fees listed above and include a copy of document or certificate of no record.
Amendment to vital record \$ 23.00

**COPY AND CERTIFICATION FEES**

Photocopy of document
Each Page 8 1/2 x 11, 11 x 14 \$ 1.00
Each Page 11 x 17 \$ 2.00
Photocopy of map (each) \$ 2.00
Certificate under seal per document \$ 1.00

**COUNTY CLERK FEES**

**Marriage**

Public License \$ 56.00
Confidential License \$ 60.00
Civil Ceremony \$ 30.00
Commissioner for a day \$ 75.00
After Hours/Off-Site Issuance (Additional) \$ 30.00
Deputy Witness \$ 5.00

**Fictitious Business Name Statement**

Filing & indexing plus one certified copy \$ 10.00
Each additional partner operating under same statement \$ 2.00
Additional certified copy \$ 2.00
Filing abandonment or withdrawal \$ 5.00
Search (per name) \$ 5.00

**Notary Public**

Filing fee \$ 7.00
Recording fee (see recording fees)
Withdrawal of Notary \$ 8.00

**Fish & Wildlife Fees**

County Filing Fee \$ 50.00
Environmental Impact Report \$ 3,168.00
Negative or Mitigated Declaration \$ 2,280.75
Application Fee Water Diversion \$ 850.00
Projects Subject to Certified Regulatory Programs \$1,077.00

**COUNTY CLERK FEES (Cont'd)**

**Power of Attorney**

Filing power of attorney for an admitted surety insurer, revocation, cancellation, annulment or suspension of a certificate (per name) \$ 3.50
Each additional name \$ 2.25
Filing financial statement of admitted surety insurer or surrender, revocation, cancellation, annulment or suspension of certificate of surety \$ 3.50

**Registration Fees**

Unlawful detainer assistant \$175.00
Each additional I.D. card \$ 10.00
Professional process server \$100.00
Professional photocopier \$175.00
Legal document assistant \$175.00

**Copies, Certification & Other Fees**

Searching records (per file) \$ 5.00
Photocopies (per page) \$ 1.00
Certification \$ 1.75
Comparing, per page, in addition to fee for certifying \$ .50
Returned check fee \$ 10.00

# Colusa County Clerk and Recorder

## 2018 Schedule of Fees



**Colusa County Clerk & Recorder  
Rose Gallo-Vasquez  
546 Jay Street, Suite 200  
Colusa, CA 95932**

Hours: Monday-Friday  
8:30 am - 4:00 pm  
(See website for Closing Schedule)

Telephone: (530) 458-0500  
Fax: (530) 458-0512

E-mail: [clerkinfo@countyofcolusa.org](mailto:clerkinfo@countyofcolusa.org)

Website : [www.countyofcolusa.org/clerkandrecorder](http://www.countyofcolusa.org/clerkandrecorder)



HALL OF RECORDS  
ERECTED 1914