

# Fremont County Clerk & Recorder's Fee Schedule

## Starting April 1<sup>st</sup>, 2021

### Election Division Fee Schedule

<b>Hard Copy Registered Voter List:</b>	01¢ Per Voter
	Minimum of \$25.00 for List Plus 25¢ per page printed
<b>A V Mailing Labels:</b>	05¢ Per Label
<b>E-mailed Registered Voter List:</b>	\$25.00 Per E-mail
<b>Register Voter List Burned to CD:</b>	\$35.00 Per CD
<b>Fremont County Election Maps:</b>	
Letter to Tabloid Size	\$10.00 Per Map
Oversized 18" by 24" or 24" by 36"	\$25.00 Per Map

**\*Additional Postage may apply for Oversized Election Maps\***

### Motor Vehicle Division Fee Schedule

<b>Mailing Plates:</b>	\$5.00 per set of plates
<b>Copies :</b>	
(Letter or Legal Size)	25¢ per page
(Tabloid or Larger)	Not Available

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## Recording Division Fee Schedule

**\*All Credit/Debit Cards will be charged a surcharge by our private vendor\***

Minimum of \$2 or 3.5% of the overall total

### **Marriage Licenses and Civil Union Licenses:**

Cash, Credit/Debit Card or Certified Funds only \$30.00 per license

### **Copies Fees:**

For copies of documents electronically stored

(Letter or Legal Size) 25¢ per page

(Tabloid or Bigger) \$5.00 per page

Copies of documents not electronically stored

(Letter or Legal Size) \$2.25 per page

(Tabloid or Bigger) \$5.00 per page

Monument Records, Marriage and Civil Union Licenses, photo copies, other documents

(Letter or Legal Size) 25¢ per page

(Tabloid or Bigger) \$5.00 per page

### **Certification Fees:**

Documents being of certified and sealed \$1.00 per document

Certificate of Magistracy under seal \$2.00 per certificate

Taking Acknowledgements \$2.00 per acknowledgement

### **Facsimiles and other Electronic transmission fees:**

1-10 pages 75¢ flat rate

11+pages \$1.25 flat rate

## Postage for mailing Copies of Existing Records:

Letter thru Tabloid sized documents

5 pages or less	\$1.00 Flat rate
6+pages	\$1.50 Flat rate

Oversized Documents (bigger than tabloid)

2 pages or less	\$5.00 Flat rate
3+ pages	\$6.50 Flat rate

## Public Records Retrieval

Public records retrieval charges apply when customer is requesting the Recording Division to look through, filed, recorded, or deposited records held by the Division. This includes; retrieving, handling of archived records (*books, aperture cards, microfilm and compact disc*), digitizing (if needed or possible), and sending by e-mail, fax, or mail the original document. Retrieval costs are **\$30.00 per hour**. The first hour is free, but photocopy and digitizing fees apply. All Fees are as follows:

Retrieval Fee:	\$30.00 per hour (first hour is free)
Photocopy Fee:	\$2.25 per document
Digitization Fee:	\$3.00 per document

\*Postage and/or Electronic Transmission Fees Apply\*

## Data Fees:

Image and Index Extracts on Compact Disc

(monthly/weekly/daily) \$650.00

Image and Index Extracts via upload to website

(monthly/weekly/daily) \$550.00

Customized Extracts 01¢ per document

Minimum of \$250.00

## Remote Access Fees:

48 hour image access, 1 user	\$25.00
7 day image access, 1 user	\$150.00
Monthly image access, *1 user*	\$300.00 a month
Yearly Access Plans: *multiple users*	\$3,000.00 a year

Please see \*Remote Access Plans\*

**Escrow (House) Account Fees:**

New Account one-time set up fee:	\$80.00
Minimum Balance requirement	\$15.00
Defunct Account (unused for more than 1 year) Re-instated	\$65.00
Account Closure Fee	\$15.00

**\*For Information on Escrow Accounts see "Remote Access Plans"\***

**Recording Fees:**

Filing or Recording, into the Real Estate Records, standard sized documents (Letter and Legal size)  
\$13.00 for the first page

\$5.00 for each additional page

Filing or Recording, into the Real Estate Records, Oversized documents (Tabloid size and larger)  
\$13.00 for the first page

\$10.00 for each additional page

Filing or Recording, into the Real Estate Records, documents with mining claims on them

CRS 30-1-103(2)(m) \$8.00 for the first page

\$5.00 for each additional page

25¢ for each mining claim

If Applicable any document granting or conveying ownership to real property must pay a state documentary fee per CRS 39-13-102. Purchase price is less than \$500 the fee is exempt. It is calculated as follows:

1¢ per \$100 spent on the property

For example: \$28,000 purchase price equates to \$2.80 state document fee.

Filing or Recording, into the Real Estate Records, Subdivision Plats, surveys and maps

\$13.00 for the first page

\$10.00 for each additional page

Filing or Recording Land Surveys (surveyor's deposited surveys)

\$23.00 for the first page

\$10.00 for each additional page

*\*All Subdivisions, Surveys, and Surveyor's Surveys must meet statutory and local requirements\**

Recording fees for Real Estates U.C.C.'s

\$13.00 for 2 pages or less

\$18.00 for 3 pages or more

Electronic Recording Fee

\$8.00 for unlimited pages

Federals Tax Liens and Releases (submitted Federal Government only) \$8.00 *CRS 38-25-105(1)(IV)(b)*

# Fremont County Clerk & Recorder's Office

Recording Division's Remote Access Plans and Escrow Accounts

[www.pubsearch.fremontco.com/web](http://www.pubsearch.fremontco.com/web)

Remote Access Plans allow users to have access to the imagery that would not normally be available online. If a plan is purchased, the 75¢ convenience fee per document is waived. The plans are set up into 4 different categories;

48 hours image access- one user only

7 day image access- one user only

1 month access- 5 users (requires additional setup) see plan for details

Full year access- 20 users (requires additional setup) see plan for details

## Online Public Access

**Public Website-** the website is free for the public to look through. No imagery is available. Only indexed information is available. This search does not require you to log in.

**Registered User-** Once you have registered and verified your e-mail. No imagery is available. Only indexed information is available. This account has the ability to save searches, link to an Escrow Account, save credit/debit card information, and has the option to purchase a 48-hour or 7-day image access plan.

**48 Hour Remote Access User-** This registered user has purchased a 48-hour pass online. It costs \$25 for a 48-hour pass. Images will be available for 48 hours. The 75¢ convenience fee is waived for the duration of the pass. You will have access to all real estate records, Subdivision Plats, and Surveyor Surveys

**7 Day Remote Access User-** This registered user has purchased a 48-hour pass online. It costs \$150 for a 7-day pass. Images will be available for 7 days. The 75¢ convenience fee is waived for the duration of the pass. You will have access to all real estate records, Subdivision Plats, and Surveyor Surveys

**1 Month Remote Access Users-** This registered user has purchased a monthly pass online monthly It costs \$300 for a monthly pass. Additional simultaneous users may be added for a fee of \$15 per login. Images will be available for 1 month. The 75¢ convenience fee is waived for the duration of the pass. You will have access to all real estate records, Subdivision Plats, Surveyor Surveys, County Commissioner Minutes, County Resolutions, and County Ordinances.

**Full Year Remote Access Users-** This Plan requires a plan set up in the office, a one-time setup fee of \$125, yearly commitment of \$3000 that can be paid monthly, and comes with 20 simultaneous user that can log in at the same time. Images will be available for 1 year. The 75¢ convenience fee is waived for the duration of the pass. You will have access to all real estate records, Subdivision Plats, Surveyor Surveys, County Commissioner Minutes, County Resolutions, and County Ordinances.

## Escrow Accounts

Escrow Accounts- These “house accounts” can be set up for frequent customers to allow for easier access for payments. The account can be linked to an online registered user to pay for online copies, purchasing subscriptions, and requests for e-mailing or mailing documents.

### New Accounts

To setup a new account the setup fee is \$80

Accounts must maintain a minimum balance of \$15

Contract must be signed and authorized by the County Clerk & Recorder

### Unused (defunct) Accounts

If account becomes inactive for 1 year, the account will be charged \$15 on the 13<sup>th</sup> month until the balance drops below \$15 and then the account will be closed and charged the remainder balance for closure fees

Client will be contacted by mail or e-mail to keep account active before costs will incur

### Client Closes the Account

Cost for closure of an account costs \$15

Remaining funds (if any) will be refunded by check.

### Account Re-instated

To re-instate an account the cost is \$65

**If interested in a Remote Access Plan or Escrow (House) Account, please contact our office at:**

**Phone: 719-276-7336**

**E-mail: [recordingdept@fremontco.com](mailto:recordingdept@fremontco.com)**

# Documents Available

## In office availability:

1. Real Estate Records from 1861 to current
2. Subdivision Plats, Ditch Plats, Town Plats, Surveys, Maps
3. Commissioner Resolutions, Ordinances and Minutes
4. County Surveyor's Deposited Surveys
5. Filed Instruments that are not recorded

\*All documents can be viewed in the office free of charge\*

## Documents Available Online

1. Real Estate Records from 1861 to current
2. Subdivision Plats, Surveys, Maps from 1992 to current
3. Ditch Plats, Town Plats, Subdivision Plats, Town Plats, Surveys, Maps  
1991 and prior (coming soon)
4. County Resolutions, Ordinances and BoCC Minutes  
Resolutions 2020 forward  
Ordinances 2020 forward  
BoCC Minutes 2021 to most recently approved
5. County Surveyor's Deposited Surveys  
All available

*\*note that surveyor's surveys will be recorded in the Real Estate Records beginning April 1<sup>st</sup>, 2021\**

## Copy Requests

If you need a physical copy of a subdivision, survey, or map please e-mail us at

[recordingdept@fremontco.com](mailto:recordingdept@fremontco.com)

Please use the Self-Service website for requesting certified copies

For all copies of documents please use the Self-Service website.

**County Website:** [www.fremontco.com](http://www.fremontco.com)

**Clerk and Recorder's Public Records:** [www.pubsearch.fremontco.com/web](http://www.pubsearch.fremontco.com/web)

**E-mail:** [recordingdept@fremontco.com](mailto:recordingdept@fremontco.com)

**Office Hours:** Monday thru Thursday 7am-5pm

**Online Access:** Anytime