

# Kittitas County Auditor

## Recording & Filing

### FEE SCHEDULE



### **EFFECTIVE January 1, 2024**

Recording fees are set by the Washington State Legislature and are codified in Chapters 36.18 and 36.22 of the Revised Code of Washington (RCW).

#### **Standard Fee:**

First Page .....	\$303.50
Each Additional Page .....	\$1.00

#### **Deed of Trust:**

First Page .....	\$304.50
Each Additional Page .....	\$1.00

#### **Additional References/Multiple Transaction Documents:**

First Transaction (except exceptions listed below) .....	\$303.50
Each Additional Reference/Transaction Title .....	303.50
Each Additional Page .....	\$1.00

#### **UCC Filings (National Form Accepted)**

First Page .....	\$303.50
Multiple Transaction Filings (for each transaction) .....	\$303.50
Termination Filings .....	\$303.50
Each Additional Page .....	\$1.00

#### **Exceptions to First Page Normal Fee:**

Name Change Orders .....	\$203.50
Federal Liens and Releases .....	\$16.00
Assignment of Deed of Trust .....	\$18.00
Resignation & Appointment of Successor Trustee .....	\$18.00
Appointment of Trustee and Substitution of Trustee .....	\$18.00
Wage Liens & Releases .....	\$18.00
Water-Sewer District Liens & Releases .....	\$18.00
Employment Security Liens & Releases .....	\$36.00
Birth/Death Certificates .....	\$18.00
Dissolution/Divorce Decree .....	\$18.00
State, County & City Liens & Releases .....	\$18.00
Each Additional Page to any of these documents .....	\$1.00

#### **Non Standard Documents:**

Signed Coversheet required and \$50.00 fee in additional to normal recording fees.

#### **Report of Military Separation Documents:**

DD 214 .....	No Fee
Request for Exemption from Public Disclosure .....	\$7.00
Request for Disclosure of Discharge .....	No Fee
Revocation & Re-Designation of Discharge .....	No Fee
Request for Access/Copy of Exempt Discharge .....	No Fee

**Plats – Surveys – Short Plats – Condo – BSP**

Plat 24"x36" 1 <sup>st</sup> Page .....	\$423.50
Surveys 18"x24" 1 <sup>st</sup> Page .....	\$423.50
Short Plat 18"x24" 1 <sup>st</sup> Page .....	\$423.50
Binding Site Plan 24"x36" 1 <sup>st</sup> Page .....	\$423.50
Surveys- Each Additional Page .....	\$5.00
Land Corner Record .....	No Fee

**County Issued Licenses**

Marriage License .....	\$39.00
Mailed Marriage License Fee .....	\$1.00
Process Server .....	\$10.00

**Process Server –licenses MUST be renewed YEARLY.**

**Copy Requests and Miscellaneous Fees:** Kittitas County charges for requests of both physical copies and digital images of historical recorded documents. However, transactions that total less than \$3.00 for requests of digital images are considered *de minimus* and you will not be charged (limit one transaction per day)

Certified Copy 1 <sup>st</sup> Page .....	\$3.00
Regular Paper Copy.....	\$1.00
Regular Digital Image 3-1000 Pages .....	\$1.00
Regular Digital Images 1000 Pages+ .....	\$0.10
Map Copy 1 <sup>st</sup> Page.....	\$5.00
Each Additional Page .....	\$3.00
Mailed Document Fee.....	\$1.00
Search of Records (Per Hour – 1 hour minimum) .....	\$8.00
Administering Oath .....	\$2.00
Taking Affidavit (With or without Seal) .....	\$2.00
Land Corner Record copies .....	\$2.00

**Large File Extracts:** Pursuant to Kittitas County Code Section 2.55.070(9), the Auditors Office is authorized to assess a customized access charge for providing Auditor recording records. A “Large Electronic File Extract” option for the transmission of bulk files of electronic images qualifies as customized electronic access services under Kittitas County Code Section 2.55.070(9).

Large File Extract 1000 Images+ .....	\$0.10
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*\*Kittitas County will also charge the actual cost of any media and postage required for the delivery of the large file extract to the customer.*

**Daily Document Transfer:** If you are an individual or business with a need for daily images of recorded documents, please contact our office at [recording@co.kittitas.wa.us](mailto:recording@co.kittitas.wa.us).