# DAGGETT COUNTY RECORDER P.O. Box 219

# MANILA, UTAH 84046

PHONE: 435-784-3210 EXT. 405 FAX: 435-784-3335

## SCHEDULE OF RECORDING FEES

Type of Fee	Description	Fee
Standard Fee:	First Page of Any Document* Each Additional Page	\$10.00 \$ 2.00
	Back of Page, If Typed On	\$ 2.00
	Each Additional Description or Unit Over One**	\$ 1.00
	Each Additional Name over Two, 1 <sup>st</sup> or 2 <sup>nd</sup> party	\$ 1.00
RESPA Fee:	Each deed of conveyance	\$14.00
	Each deed of trust	\$40.00
	Assignment of deed of trust – recorded concurrently with the assigned deed of trust	\$14.00
Subdivision Maps/Plats or Any Other Plat or Map		
·	Per page (24" x 36" Mylar	\$30.00
	Each Lot or Unit Designation	\$ 1.00
Other Fees:	Certification per Document	\$ 5.00
	Copy of Ownership Plat Copy (18" x 18")	\$ 2.50
	Copy of Recorded Document per page	\$ .25
	Each Copy (8 ½" x 11" & 8 ½" x 14")	\$ .25
	Faxes (each page)	\$ .50
	Computer Screen Printout	\$ .25

- \*Documents include Mining, Federal Tax Liens or Releases, Licenses issued by the Department of Registration and UCC documents.
- \*\* Less description, right-of-ways, and easements, when described, are considered an extra description as well as are additional claims on mining documents.

All fees must be paid in advance ( $\underline{\text{Utah Code } 17\text{-}21\text{-}18}$ ) Please make checks payable to the **Daggett County Recorder.** 

## **Guidelines for Determining Recording Fees**

In addition to the basic recording fee regarding number of pages, additional fees include charges for:

- Each property description of more than one legal description
- Each name, more than two grantees and two grantors, including "AKA" (also known as)
- Multiple lots, rights-of-way, easements, alleys:
- Any description incorporating "together with, subject to, also, excepting".

**Note of interest:** All Recording fees are set by State Legislature effective May 3, 1993. Utah Code Annotated 1953: Title 21-2-3.

Copy fees are set by County Commission effective June 19, 2001.

### GENERAL RECORDING REQUIREMENTS

The Recorder is required to record all documents submitted by the public which are qualified to be recorded. An instrument which fails to meet any of the following conditions, as defined by Utah State Code, may be rejected for recordation at the time of presentation.

#### LEGIBILITY:

Documents must be clearly readable. (Utah Code 57-3-106)

#### NAMES OF SIGNERS PRINTED:

Names must be printed or typed of all signers whose names are required to be indexed. (Utah Code 17-21-25)

#### NOTARY ACKNOWLEDGMENT:

Documents affecting real property must be acknowledged. (Utah Code 57-3-101)

#### NATURE OF DOCUMENT:

Documents shall contain a brief caption stating the nature of the document. (Utah Code 57-3-11)

#### **RETURN ADDRESS:**

Documents affecting title to real property must contain the mailing address of the grantees. (*Utah Code 57-3-105*)(2)

#### LEGAL DESCRIPTION:

Documents affecting real property must have a legal description of the property affected. (*Utah Code 57-3-105*)(1)

#### **ORIGINAL DOCUMENT:**

Documents must be originals with original signatures and notaries to be eligible for recording. *(Utah Code 57-3-106)* 

## **NON-RECORDABLE DOCUMENTS:**

Original documents that have been altered by using any type of white out.

Documents with only a parcel number and/or serial number for the legal description.

Negotiable instruments (stocks, bonds, money);

Vital records such as birth certificates,

Other documents such as passports, citizenship papers, copyrights, trademarks, etc.

Documents may be mailed to the Recorder's Office for recording. A check for the appropriate fee must accompany the document.