



RECORDER DIVISION

# SONOMA COUNTY

Clerk-Recorder-Assessor

www.sonoma-county.org/cra

P.O. Box 1709  
585 Fiscal Dr., Rm. 103  
Santa Rosa, CA 95402  
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## Official Public Record Copies Request Form

### Document Information

Document / Instrument Number (1964 to present): \_\_\_\_\_

Book / Page (prior to 1964): \_\_\_\_\_

### Additional Identifying Information (recommended)

Name(s) on document: \_\_\_\_\_

Type of document (example – Deed, Lien, Deed of Trust): \_\_\_\_\_

### Contact Information

Requestor Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*Please note that including a self-addressed, stamped envelope with your request will expedite the mailing time.*

Email Address: \_\_\_\_\_

### Copy Fees

Number of Pages: \_\_\_\_\_

*Documents are available in electronic (subject to restrictions) and paper format.  
Certification is not available for emailed or faxed documents.*

	Fees	Yes	# of Pages	Total Amount
Printed Pages	\$3.00 per page (\$5.00 Effective 7/1/2019)			
Certification	\$3.00 per document (\$4.00 Effective 7/1/2019)			
Faxed Copy	\$2.00 per document (plus printed page fee) (\$4 7/1/19)			
Emailed Copy pre-1964	\$3.00 per page (10 pages and under only) (\$6.00 Effective 7/1/2019)			
Emailed Copy (1964-present)	\$6.00 per document (10 pages and under only)			
Map Copy	\$3.00 per page (\$5.00 Effective 7/1/2019)			
Total Amount Enclosed:				

### Mail Request to:

Sonoma County Recorder  
Attn: Copy Desk  
585 Fiscal Dr. 103  
Santa Rosa, CA 95403

### Important Notice:

*The staff of the Recorder's Office are forbidden by California legal codes to practice law or provide legal advice; this prohibition includes giving advice about what documents you might need or doing research to identify documents.*