

COUNTY CLERK
EFFECTIVE 4/1/2020

RECORDS DIVISION

State Statute (ORS Chapter 205) sets most fees used in the Records Division of the County Clerk's office, which can be obtained by contacting the County Clerk's office.

The following fees are those that are not set by statute and are adopted by Coos County Code:

Surveyor Mapping Fee for City Street Vacation Ordinances 20.00

Land Partition

Recording Fee 86.00 + \$5.00 for additional page
PLUS per Lot or Site Fee
Lot or Site Fee

20 lots/site or less.....	15.00
21-29	20.00
30-49	25.00
50-74	30.00
75-100	35.00
100 + lots	35.00 plus 50 cents for each lot over 100

Copies

General25 cents each

Document images transferred electronically

Cost per image25 cents

Remote Access to Recording/Marriage Indexing (annual fee).....600.00

Marriage License Fees:

Application of Marriage License..... \$60.00

Includes one certified copy and decorative certificate

Waiver of 3 Day Waiting Period..... 25.00

Minor Consent Fee (17 years old only)..... 25.00

License Amendment25.00

Notary Services (per notarized signature).....10.00

Board of Property Tax Appeals (BoPTA) Filing Fee

Filing Fee (per Account)..... 35.00

ELECTION DIVISION

Reports, Lists & Labels -- Fees are set by Oregon Administrative Rule 165-002-0020 as follows:

Schedule and Fees for Providing Statewide and Less Than Statewide Voter List

(1) Any person may obtain an electronic copy of a statewide or less than statewide voter list from the Office of the Secretary of State, Elections Division, or any county elections official. The following fees for providing a list electronically will apply:

- (a) \$25.00 fee for staff and processing time, and media used;
- (b) \$.25 per 100 voters;
- (c) The maximum charge excluding the fee assessed under paragraph 2 of this rule will be \$500.00.

(2) For any special formatting requests, an hourly fee of \$35.00 per hour will be assessed. The minimum fee assessed under this paragraph will be \$35.00 and the maximum \$100.00. Special formatting requests do not include providing the electronic copy of a statewide or less than statewide voter list in an alternate electronic format such as an Excel or Access file, rather than a tab delimited text file.

(3) In accordance with ORS 247.945(4) the charge for a statewide voter list is \$500.00. No special formatting requests will be permitted for a statewide voter list.

(4) A request for a hardcopy of a less than statewide voter list, labels, or other non-electronic formats must be made with the county elections official of each county in which voters to be listed reside.

(5) In accordance with ORS 192.440(3)(a) a county may establish fees reasonably calculated to reimburse the county for the actual cost of making the list available, including costs for summarizing, compiling or tailoring the public records, either in organization or media, to meet the person's request.

(6) Any fee calculated under paragraph 1 of this rule may be rounded up to the nearest nickel.

(7) All requests for a statewide or less than statewide voter list will be accompanied by a completed SEL 510, Customer Request Form for Statewide or Less Than Statewide Voter List.

(8) The voter list must not be used for commercial purposes. Under ORS 247.955 a person will not be considered to use the voter list for commercial purposes if the person obtains the list of electors for the purpose of resale to candidates or political committees for political purposes only.

Annexation verification

1 hour of staff's wages and benefits.....Actual Cost

(Plus cost of copies @ .25 per page)