



Note: This form is for mail or fax orders only and cannot be accepted for in-person transactions.

SACRAMENTO COUNTY CLERK/RECORDER

RECORDED DOCUMENT COPY ORDER FORM

Complete additional order forms as necessary to fulfill your order.

Please type or print legibly. Name, address, and phone number information is required for all copy orders.

Record 1

Certified copies: \$9.00 for 1st page + \$1.00 for each additional page

Non-certified copies: \$8.00 for 1st page + \$1.00 for each additional page

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Requester's Information

Requester's Name

Telephone Number

Residential Address: Number and Street, City, State Zip code

Shipping Address including City, State and Zip code (if different from above) **PO Box cannot be used for expedited delivery.**

Payment and Delivery Method (Make checks payable to Sacramento County Clerk/Recorder)

Credit card (+ \$6.00)

Expedited delivery for additional \$19.00

Credit card (+ \$6.00)

Regular mail delivery

Check/money order enclosed

Regular mail delivery

Cardholder's Name

Card Number

Expiration Date

Return completed form with payment:

Mail: Sacramento County Clerk/Recorder
3636 American River Drive, Suite 110
Sacramento, CA 95864

Fax: **(916) 874-0947**
Tel: (916) 874-6334

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