



Robin A. Church
Union County Clerk

1001 4th Street, Suite D, La Grande, OR. 97850
 EFFECTIVE – May 1, 2015

Recording Label (3" x 3") will be placed on the bottom of the last page of the document.

Deeds & Mortgages:	ORS 205.320; 205.130
____ \$50.00 first page	Deed, contract, lease, death certificate, power of attorney, trust deed, satisfaction of mortgage, assignment of trust deed, warrant writ, lis pendens.
____ \$5.00	Each additional assignment, satisfaction or release after the first one listed in the document
____ \$5.00	Each additional instrument describing two or more transactions with same parties involved in the same properties.
____ \$5.00	Each additional page
Mining Claim:	ORS 517.330
____ \$50.00 first page	With one mining claim
____ \$5.00	Each additional mining claim
____ \$5.00	Each additional page
____ \$30.00 first page	Affidavit of Annual Compliance/Proof of Labor
____ \$5.00	Each additional claim
____ \$5.00	Each additional page
UCC:	
____ \$50.00 first page	UCC, Termination of UCC, Amendment of UCC
____ \$5.00	<i>Document must contain a legal description</i>
	Each additional page
Liens:	
____ \$36.00 first page	Lien, satisfaction of lien, release of lien
____ \$5.00	Each additional page
IRS Liens:	
____ \$5.00 first page	
Judgement:	
____ \$30.00 first page	
____ \$5.00	Each additional page
Sat of Judgement:	
____ \$15.00 first page	
____ \$5.00	Each additional satisfaction
____ \$5.00	Each additional page
Partition Plats:	ORS 205.350; 92.120
____ \$61.00	Total for 3 lots or less
Subdivision Plats:	ORS 205.350; 92.120
____ \$66.00	20 lots or less
____ \$71.00	21 - 29 lots
____ \$76.00	30 - 49 lots
____ \$81.00	50 - 74 lots
____ \$86.00	75 - 100 lots (Over 100 lots add \$.10 per lot)
Misc Fees:	
\$0.25	Copies per page from copier/reader-printer/scanner
\$3.75	Location fee
\$3.75	Official Certification
FAX \$2.00	First page
\$1.00	Each additional page

**** Please include a stamped, self-addressed envelope for returning the document ****

ALL DOCUMENTS SUBMITTED FOR RECORDING WITH INCORRECT FEES (OVER OR UNDER) WILL BE RETURNED FOR CORRECT FEE.



Robin A. Church
Union County Clerk

1001 4th Street, Suite D, La Grande, OR. 97850
(541) 963-1006 Phone (541) 963-1013 Fax
EFFECTIVE – January 1, 2014

DOCUMENTS RETURNED FOR THE FOLLOWING REASONS

*Recording Label (3' x 3') will be placed on the bottom of the last page of the document.
If there is not enough room, an additional page (and charge of \$5) will be added.*

- _____ Check unsigned. Make checks payable to **Union County Clerk**
- _____ Check not enclosed
- _____ Refers to an attachment which is missing
- _____ Document does not have original signature(s)
- _____ Must be court certified document to record
- _____ Illegible - retype original document and attach to illegible original
- _____ Legal description incomplete (Metes & bounds or subdivision by lot and block)
- _____ Missing Names of one or both Grantor(s) & Grantee(s)
- _____ Lacks signature
- _____ Document number being released/ assigned is missing or incorrect
- _____ Re-recording statement not included. ORS 205.244
- _____ Lacks complete notary stamp/seal; expiration/signature/illegible/date
- _____ Lacks consideration. Acknowledgment of consideration required. (Monetary or other)
- _____ Not authorized to be recorded under ORS 205.130, or other law.
Please cite ORS providing for recordation: _____
- _____ UCC Fixture Financing Statements shall be recorded and indexed as a mortgage.
UCC must include legal description.
- _____ No address on document for:
Return to: _____
Send Tax Statements to: _____
- _____ Incorrect fee remitted. (See other side for fees.) **Total Due: \$** _____
- _____ Other _____

- 1) ORS 205.232
Instrument must be printed on sheets of not less than 20-pound opaque bond paper, not larger than 14 inches long and 8 ½ inches wide with text printed or written in 8-point type.
- 2) ORS 205.234, ORS 205.232, ORS 205.160 (2) b&c, ORS 205.125 (1) c&e
"Requirements for first page (or cover sheet) of instrument to be recorded shall contain at least:
 - a. Name(s) of transaction(s)
 - b. Name and address of person to whom the instrument shall be delivered following recording
 - c. For instruments conveying or contracting to convey fee title to any real estate, the true and actual consideration must be listed
 - d. Tax statement information for instruments conveying title
 - e. For Clerk Lien Records, the information required by ORS 205.125(1) c and e
 - f. Names of all involved parties. i.e. Grantor/Grantee.
- 3) ORS 205.244
All documents presented for re-recording must have the following statement on first page:
"Re-recorded to correct _____ (reason for re-recording document) _____, previously recorded as document number _____.
- 4) ORS 205.327
NON-STANDARD FEE OF \$20 IF NOT IN COMPLIANCE

Date: _____

By: _____

Fee Schedule available on our Web Site at www.union-county.org

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FOR RECORDING WITH
INCORRECT FEES (OVER OR
UNDER) WILL BE RETURNED
FOR CORRECT FEE.**