

Fremont County Clerk & Recorder's Fee Schedule

Starting January 1st, 2025- June 30th, 2025

Election Division Fee Schedules

Credit/Debit Card transactions are processed by Tyler Payments with a 3.5% service fee

Registered Voter Lists	
E-mailed Lists	\$25.00 per list
Physical Lists	\$25.00 per list plus 25¢ per page
List saved to digital media	\$25.00 per list (<i>does not include cost of media</i>)
<i>Customized Lists costs will be charged based on complexity and time to create list</i>	
Fremont County Election Maps	
Existing Precinct Maps (letter or legal size)	\$5.00 per map
Existing Precinct Maps (oversized)	\$15.00 per map
Customized Maps any size	\$150.00 per customized map
Other Fees	
Mailing Labels	05¢ per label
Media Storage for requests	<i>Cost of Media Storage</i>
Postage Small Parcels	\$1.00
Postage Large Parcels	\$5.00
Colorado Open Records	<i>Please review CORA fee page</i>

To Access an interactive election map and create your own maps, go to
<https://experience.arcgis.com/experience/3b1882580e6e453fb1c211a2b9b47f42/>

Motor Vehicle Division Fee Schedule

Copy Fees	
Standard Size Copy	25¢ per page
<i>Copies are made on a case-by-case scenario</i>	
Mailing Plates	
Mailing Plates Small Parcel	\$2.50 per parcel
Mailing Plates Large Parcel	\$5.00 per parcel

Electronic and Facsimile Transmissions:

These are strictly prohibited due to confidentiality restrictions for Motor Vehicle

Records Requests:

All motor vehicle records requests, must go through the Colorado Department of Revenue's, Division of Motor Vehicles

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CORA (Colorado Open Records Act)

CRS 24-72-205(6)(a) & (b)

Colorado Open Records Act charges apply when customer(s) request an existing record in the ownership of the custodian. CORA requests do not require a custodian to create a record and if the record does not exist, then the request cannot be satisfied.

Real Estate records are available online and in-office and cannot be requested under CORA

Properly requested CORA requests will be satisfied within the statutory mandated time frame.

If a record is already in a digital format, then every attempt to e-mail the document in its current condition will be attempted. If a record cannot be sent by electronic mail, then additional costs will be incurred to purchase a media storage device. Postage fees may apply.

If a record is not in a digital format, then a copy of the document will be created, and costs will incur based on the existing fee schedule.

Research and Retrieval fees are pursuant to Colorado law and were established on July 1st, 2024. The first hour is free, but photocopy and digitizing fees may apply.

Per hour rate will be re-evaluated by the Colorado legislative council in July of 2029

CORA request form is located at: www.fremontcountyclerkco.gov/forms

This form is specific to the Clerk and Recorder's Office and the following divisions; Election Division, Recording Division, Clerk to the Board of County Commissioners, Motor Vehicle Division.

For a list of CORA records and prohibited records refer to Colorado Revised Statute Title 24, Article 72, Part 2

CORA Fees	
Research and/or Retrieval	\$41.37 per hour (<i>first hour is free</i>)
E-mail existing documents	Free
Physical document copies	25¢ per page
Postage Small Parcels	\$1.00
Postage Large Parcels	\$5.00
Media Storage	<i>Cost of Media Storage</i>

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Recording Division Fee Schedule

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Marriage Licenses and Civil Union Licenses

Marriage and Civil Union License \$30 per license	
State Domestic Abuse Program CRS 14-2-106 & 106.5 (2009)	\$20.00
County Government CRS 14-2-106 & 106.5	\$7.00
State Vital Statistics	\$3.00
<i>No personal or business checks</i>	

The Clerk and Recorder's Office has many records in its custody including but not limited to; Real Estate Records, Marriage and Civil Union Applications/Licenses, Monument, Surveyor's Surveys, Subdivision Plats, Surveys, Maps, Commissioner Minute and Actions, School Bonds, Election Records, other records as outlined in Colorado law. Below is the fee schedule for all those records.

Copies Fees

All pages printed in-house	
Standard size pages	25¢ per page
Non-standard and/or Oversized pages	\$5.00 per page
All documents ordered online or requested to be e-mailed in-person	
Per Document	\$3.00
After purchase of IAP*	\$2.00
Other Fees	
Documents requested to be certified and sealed	\$1.00 per document
Certificate of Magistracy under seal	\$2.00 per certification
Taking Acknowledgements	\$2.00 per acknowledgement
Postage & Supply Fees	
Small Parcels	\$1.00
Large Parcels	\$5.00
Digital Media (USB's, CD's, other)	<i>Actual Costs of Media Storage Devices</i>

Additional charges may apply to cover heavier parcels

Electronic transmissions

The Recording Division will facilitate electronic transmission of records in its custody by in-person request only.

**The Recording Division DOES NOT have a fax machine. **

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Research and Retrieval

In-Person Archive Research	
4-hour increments (7:30-11:30)	\$124.11
4-hour increment (12:30-4:30)	\$124.11
Staff Document Retrieval	
Specific Document	<i>Digitization fees may apply</i>
Locating non-real estate document	\$41.37 per hour (1 st hour free)
Other Fees	
Photocopy Fees	\$2.25 per page
Digitization & Indexing Fee	\$3.00 per document

Postage fees for physical copies may apply

House Accounts, Extracts, and Reports

House (Escrow) Accounts	
New account set up	\$40
<i>Minimum balance threshold</i>	\$15
Account Closure (By request or 1 year defunct)	\$15
Re-instate account after closure	\$20
Extracts and Reports	
One-time Customized Reports	\$350
Data Image and/or Indexing Extract (physical media)	\$650
Data Image and/or Indexing Extract (FTP upload)	\$550

*See Escrow Accounts for details **

Image Access Plans

Image Access Plan (IAP)	
48-hour access plan	\$25
7-day access plan	\$100
1 month access plan	\$300

Documents purchased will be assessed a \$2.00 Convenience Fee

See Image Access Plans for details

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RECORDING & FILING FEES

Standard Size Pages (CRS 30-1-103)	
1 st page	\$10 + \$2 + \$1 Total \$13
Additional pages	\$5 per page
Non-Standard page sizes (CRS 30-1-103)	
1 st page	\$13
Additional pages	\$10 per page
Documents with Mining Claims (CRS 30-1-103(2)(m))	
1 st page	\$5 + \$2 + \$1 Total \$8
Additional pages	\$5 per page
Mining claim indexing fee	25¢ per claim
Federal Government Tax Liens/Releases (CRS 38-25-105(1)(IV)(b))	
Federal Government Tax Documents	\$5 + \$2 + \$1 Total \$8
UCC Documents (CRS 4-9-525(b) (1,2,3))	
Electronic Filing	\$5 + \$2 + \$1 Total \$8
1st-2nd pages (physical recording)	\$13
3 or more pages	\$18
Other Fees	
State Document Fee (exchange of property with a monetary exchange) CRS 39-13-102	1¢ per \$100 10¢ per \$1,000

COUNTY SURVEYOR'S FEES

Surveyor's Survey Fees (CRS 38-50-101)	
1 st page	\$20.00 + \$3.00 ERTB Fee
Additional pages	\$10 per page
Review and Indexing CRS 38-50-101	\$20.00

All Subdivisions, Surveys, and Surveyor's Surveys must meet statutory and local requirements

Fremont County Clerk & Recorder's Office

What is Available

Escrow Accounts

Escrow Accounts - These "house accounts" can be set up for frequent customers to allow for easier access for payments. The account can be linked to an online registered user to pay for online copies, purchasing subscriptions, and requests for e-mailing or mailing documents. These are great for businesses and companies that have multiple workers conducting research and purchasing records, recording documents, or conducting other business with the Clerk and Recorder's Office.

Escrow Accounts Fees	
New Account Setup	\$40
Defunct (unused accounts)	\$15
Closing Account	\$15
Re-instate an Account	\$20

Accounts must maintain a minimum balance of \$15

Contract must be signed and authorized by the County Clerk & Recorder

Unused (defunct) Accounts- Accounts that are inactive for over a year, the account will be charged \$15 on the last business day of the month for the closure of the account. Then the Clerk's Office will issue a refund via check to the last address on file and the account will be closed. Client Holder will be contacted before closure by e-mail to keep account active before closure happens.

If anyone is interested in an Escrow (House) Account, please contact our office at:

Phone: 719-276-7336 ask for the Recording Division Director

E-mail: recordingdivision@fremontcountyco.gov

Fremont County Clerk & Recorder's Office

What is Available

Recording Division's Image Access Plans

Image Access Plans (IAP) allow users to have access to imagery that would not normally be available online. If an IAP is purchased, images will be available, and the convenience fee is reduced to \$2.00. The plans are set up into three different categories;

48 hours access- one user only

7-day access- one user only

1-month access- one user only

Recording Division Online Public Access

www.fremontcountyclerkco.gov

Public Website- the website is free for the public to search. Documents are available by indexing with **no images being available**. Searching for documents, do not require users to be logged in.

Registered User- Once you have registered and verified your e-mail. **No images are available**. Only indexed information is available. This account can save searches, link to an Escrow Account (optional), save credit/debit card information, and purchase IAP's any day and time of the week.

48 Hour IAP- This registered user has purchased a 48-hour pass online. It costs \$25 for a 48-hour pass. Images will be available for 48 hours. Documents will cost \$2.00 during the 48-hour window.

7 Day IAP- This registered user has purchased a 48-hour pass online. It costs \$100 for a 7-day pass. Images will be available for 7 days. Documents will cost \$2.00 during the 7-day window.

1 Month IAP- This registered user has purchased a monthly pass online monthly It costs \$300 for a monthly pass. Images will be available for 1 month. Documents will cost \$2.00 during the 1-month window.

Fremont County Clerk & Recorder's Office

What is Available

Documents Available

In office availability:

Real Estate Records from 1860 to current
Subdivision Plats, Ditch Plats, Town Plats, Surveys, Maps
Commissioner Resolutions, Ordinances and Minutes
County Surveyor's Deposited Surveys
Filed Instruments

All documents can be viewed in-office free of charge

Documents Available Online

Real Estate Records from 1860 to current
Subdivision Plats, Surveys, Maps from 1950 to current
Ditch Plats, Town Plats, Town Plats- 1991 and prior (coming soon)
Board of County Commissioners- actions and minutes
 Resolutions 1973 forward
 Ordinances 1990 forward
 BoCC Minutes 1990 to current
Surveys deposited into the County Surveyor's Records- All available
Monument Records- All available
Marriage Licenses- All available

All documents can be viewed online **after purchase**

Copy Requests

Use the Self-Service website to purchase regular or certified copies.

If you order an image and don't receive it, please contact the Recording Division and provide the receipt and document number.

Clerk and Recorder's Website: www.fremontcountyclerkco.gov

Self-Service Website: <https://fremontcountyco-web.tylerhost.net/web/user/disclaimer>

E-mail: recordingdivision@fremontcountyco.gov

Phone: 719-276-7336

Office Hours: Monday thru Thursday 7am-5pm

Electronic Recording Platform available 24/7/365:

<https://recording.tylerportico.com/eagle/erecord-dashboard/dashboard/packages/19>