GLENN COUNTY CLERK-RECORDER
REQUEST FOR COPIES OF OFFICIAL RECORDS
(530) 934-6412

PHOTOCOPIES: **$1.50** PER EACH PAGE OF THE DOCUMENT

MAPS: **$1.50** PER EACH PAGE OF MAPS
IF NEED CERTAIN AREAS MADE LARGER - $1.50 EACH

RECORDER CERTIFICATION FEE ADD $2.00 FOR EACH DOCUMENT TO BE CERTIFIED

Copies ordered before 11:00 a.m. will be ready for pick up after 3:00 p.m. that day. Copies ordered after 11:00 a.m will be processed the following day. (Orders are processed in the order in which they are received. Therefore, if there are several orders to process prior to your request, your order might not be processed until the following day.)

Please complete the following information:

NAME:_____

ADDRESS:_____

_____

PHONE: ___(_____)_____

INSTRUMENT NUMBER OR BOOK & PAGE	TITLE OF BOOK	TOTAL NUMBER OF PAGES	GRANTOR	GRANTEE	FEES $1.50 / PAGE	CERTIFIED COPY FEE $2.00 EACH DOCUMENT
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
					$	$
				Total per column.	$	$
				Grand Total	$	$

COPIES MADE BY:_____ **DATE:**_____
COPIES CHECKED BY:_____ **DATE:**_____
COPIES TO BE: ☐**MAILED TO ABOVE ADDRESS OR** ☐**TO BE PICKED UP ON:**_____

☐**PICKED UP ON:** _____ ☐**MAILED OUT ON:**_____

(Revised 5-2-19)