

Christine Rhodes  
Recorder

Sylvia D. Gruhn  
Chief Deputy



**COCHISE COUNTY RECORDER**  
**1415 Melody Lane, Building B**  
**Bisbee, AZ 85603**

**RECORDING FEE SCHEDULE**  
**EFFECTIVE DATE: JANUARY 1, 2012**

**STANDARD FEES**

- I. ALL INSTRUMENTS, unless otherwise specified (A.R.S. 11-475) ..... \$10.00  
Additional charges:  
Each additional page over 5 pages ..... \$ 1.00  
Multiple captions in title  
(i.e. Deed of Trust and Security Agreement) ..... \$ 3.00  
Additional indexing on  
(i.e. Releases, Satisfaction, Assignment, Reconveyance ..... \$ 3.00  
Re-recordings after second recording..... \$ 3.00  
Affidavit of Property Value ..... \$ 2.00
- II. GOVERNMENTAL AGENCIES ..... \$8.00  
Each additional page over 5 pages ..... \$ .50
- III. MILITARY DISCHARGES (Recording and One Certified Copy).... NO CHARGE
- IV. UCC FILLINGS (Subject to additional charges as stated above)
- A. UCC-1 Financing Statement ..... \$10.00
  - B. UCC-1 Financing Statement with fixture filing or real property.. \$13.00
  - C. UCC-2 Financing Statement change or amendment, continuation,  
assignment, partial release, release, satisfaction ..... \$10.00  
Additional indexing on UCC-1, UCC-2 ..... \$ 3.00
  - D. UCC-2 Termination ..... \$10.00
  - E. UCC-3 Information Search (PER NAME) ..... \$10.00

	1. For each finding reported .....	\$ 1.00
	2. For copies requested, per page .....	\$ 1.00
V.	COPIES OF RECORDED DOCUMENTS (per page) .....	\$ 1.00
	Certification of recorded documents .....	\$ 3.00
	State agencies copies of recorded documents .....	\$.50
VI.	AFFIDAVIT OF PERFORMANCE OF ANNUAL LABOR .....	\$15.00
VII.	MAPS & PLATS (must be on reproducible mylar or linen) .....	\$24.00
	Additional pages .....	\$20.00
	Governmental Agencies per page .....	\$14.00
	Additional pages .....	\$10.00

### **REQUIREMENTS FOR RECORDING**

All documents presented for recording in the State of Arizona must satisfy the following conditions pursuant to A.R.S. 11-480.

**CAPTIONS:** Each document must have a caption briefly stating the nature of the document.

**ORIGINAL:** Each document must be an original or certified copy of original, and must be sufficiently legible for the Recorder to make certified copies from the photographic or micrographic record.

**SIGNATURES:** Each document must have original signatures, except when otherwise provided by law.

**MODIFICATIONS:** Each document that modifies a previously recorded document **MUST** state the recording date and docket and page or Recording Number of the original recorded document.

**MARGINS & PRINT:** Each document must have at least a 1/2" margin across the bottom and left and right side from the top to the bottom. The first page must have a top margin of at least two inches. Print size shall be no smaller than 10-point type.

**TRANSFER OF REAL PROPERTY:** (A.R.S. 42-1614) Documents transferring real property must be accompanied by an Affidavit of Property Value or show an Arizona Department of Revenue exemption number.

Recording :(520) 432-8350 - Fax:(520) 432-8368 -Voter Registration:(520) 432-8354  
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 recorder@cochise.az.gov