

**RECORDING, COPY, CERTIFICATION, FILING, PROBATE & UNCERTIFIED RECORD SEARCH FEES**  
**OFFICE OF THE SANTA FE COUNTY CLERK, KATHARINE E. CLARK**  
**([www.santafecountynm.gov/clerk](http://www.santafecountynm.gov/clerk))**  
**Post Office Box 1985, Santa Fe, New Mexico 87504-1985**  
**505-986-6280**

**ALL REFERENCES REFER TO NEW MEXICO STATUTES ANNOTATED 1978, INCLUDING SUPPLEMENTS.**  
(Recording and Copying fees are due at the time of recording. Payment is accepted in either cash, check, money order or credit card form)

**RECORDING FEES (NMSA 1978 §14-8-15.1)**

|                                                          |           |
|----------------------------------------------------------|-----------|
| DOCUMENTS (1 to 10 index entries)                        | \$25.00   |
| EACH ADDITIONAL BLOCK OF 10 INDEXED ENTRIES              | \$25.00   |
| DEATH CERTIFICATES                                       | \$25.00   |
| MARRIAGE LICENSE                                         | \$55.00   |
| PLAT OR BOUNDARY (original Mylar returned to submitter)  | \$25.00   |
| EACH ADDITIONAL BLOCK OF 10 INDEXED ENTRIES              | \$25.00   |
| SOLDIER’S DISCHARGE (for thirty days or more of service) | NO CHARGE |
| UCC (1 to 10 index entries)                              | \$25.00   |
| EACH ADDITIONAL BLOCK OF 10 INDEXED ENTRIES              | \$25.00   |

**Note that this office only records UCCs that pertain to real estate. All other UCC filings are filed and maintained at the NM Secretary of State’s Office.**

**Only legible original plats with original signatures, surveyor seal and dates will be accepted. The original Mylar and two (2) black line copies of the original plat are required for recording. Each plat must have the title of survey and legal description for indexing. The notary seals, expiration date, and surveyor’s seal must be legible. All plats must be signed by the County/City Land Use Administrator or have a County/City “Public Notice Statement.”**

**COPY AND CERTIFICATION FEES (§14-8-14)**

|                                                                                                                                          |                       |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| DOCUMENT COPY (Fiche, Real Estate and all other System Copies)                                                                           | \$1.00 per page/image |
| CERTIFICATION (\$4.00 for the first page & \$1.00 for each page thereafter per document- <b>Except Marriage Licenses &amp; UCC</b> )     | \$4.00 first page     |
| MARRIAGE COPY (per page)                                                                                                                 | \$1.00 per page       |
| CERTIFIED MARRIAGE LICENSE                                                                                                               | \$5.00                |
| PROBATE COPY (per page)                                                                                                                  | \$1.00 per page       |
| CERTIFIED Probate (\$4.00 for the first page & \$1.00 for each page thereafter per document- <b>Except Marriage Licenses &amp; UCC</b> ) | \$4.00 first page     |
| PLAT OR BOUNDARY COPY (8.5” x 14” or smaller)                                                                                            | \$1.00 per page       |
| PLAT OR BOUNDARY COPY (11” x 17”)                                                                                                        | \$1.00 per page       |
| PLAT OR BOUNDARY COPY (24” x 36”)                                                                                                        | \$10.00 per page      |
| MARRIAGE LICENSE/CERTIFICATE REPLACEMENT                                                                                                 | \$15.00 each          |
| SOLDIERS DISCHARGE COPY                                                                                                                  | NO CHARGE             |
| SOLDIER’S DISCHARGE CERTIFIED COPY                                                                                                       | NO CHARGE             |
| UCC CERTIFIED COPY (\$4.00 for the first page & \$1.00 for each page thereafter per document)                                            | \$8.00 first page     |
| UCC ATTACHMENT COPIES                                                                                                                    | \$1.00 per page       |
| THIRD PARTY WEEKLY CDs WITH ELECTRONIC RECORD IMAGES/INDEXES                                                                             | \$400.00 per week     |
| THIRD PARTY PLAT CDs WITH ELECTRONIC PLAT IMAGES                                                                                         | \$50.00 per book      |

**CERTIFICATION FEES (§14-8-10) (§55-9-525)**

|                               |           |
|-------------------------------|-----------|
| MARRIAGE                      | \$4.00    |
| PLAT OR BOUNDARY              | \$3.00    |
| PROBATE                       | \$3.00    |
| REAL ESTATE                   | \$3.00    |
| SOLDIER’S DISCHARGE           | NO CHARGE |
| UNIFORM COMMERCIAL CODE (UCC) | \$7.00    |

The Santa Fe County Clerk’s Office will provide **certified copies** of recorded documents by means of mail/shipping if the request is submitted in writing with sufficient information, a check or money order with the **correct certification fee** and \$1.00 for each page thereafter **per document** on letter or legal size paper – with a **self addressed stamped envelope** [size of envelope depends on the size of the document(s) requested] or a prepaid shipping packet from the U.S. Postal Service, Fed Ex, DHL, or UPS.

**PROBATE OPENING, PACKETS & CERTIFICATION (§34-7-14)**

|                                                                                                                                          |                   |
|------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| OPENING A PROBATE                                                                                                                        | \$30.00           |
| INTESTATE (NO WILL) PACKET                                                                                                               | \$10.00           |
| TESTATE (WITH WILL) PACKET                                                                                                               | \$10.00           |
| PROBATE COPY (per page)                                                                                                                  | \$1.00 per page   |
| PROBATE (certification)                                                                                                                  | \$3.00            |
| CERTIFIED Probate (\$4.00 for the first page & \$1.00 for each page thereafter per document- <b>Except Marriage Licenses &amp; UCC</b> ) | \$4.00 first page |

**UNCERTIFIED RECORD SEARCH CONDUCTED BY COUNTY CLERK (§14-8-14)**

|                           |                                                           |
|---------------------------|-----------------------------------------------------------|
| UNCERTIFIED RECORD SEARCH | \$40.00 for first 15 minutes/ \$40.00 per hour thereafter |
|---------------------------|-----------------------------------------------------------|

**VOTER DATA (§ 1-4-5.5)**

**\*FOR THE PURPOSES OF GOVERNMENT OR CAMPAIGN USE ONLY**

|                                                         |         |
|---------------------------------------------------------|---------|
| Set-Up Fee                                              | \$15.00 |
| PER 1,000 VOTERS (printed list)                         | \$5.00  |
| PER 1,000 VOTERS (electronic format w/ voting history)  | \$4.00  |
| PER 1,000 VOTERS (electronic format w/o voting history) | \$3.00  |
| PER 1,000 VOTERS (labels)                               | \$20.00 |

**\*Please note that prices are subject to change.**

**Updated: July 10, 2025**