



## CLERK AND RECORDER

308 Byers Ave • P.O. Box 120 • Hot Sulphur Springs • Colorado • 80451  
970-725-3347 and Fax 970-725-0100

**Sara L. Rosene, Grand County Clerk and Recorder**  
[srosene@co.grand.co.us](mailto:srosene@co.grand.co.us)

**Sandra F. Renfroe, Chief Deputy County Clerk and Recorder**  
[srefroe@co.grand.co.us](mailto:srefroe@co.grand.co.us)

### Copy Order Form

Copy costs are \$.25 per page for all recorded documents except plats which are \$5.00 each. Certified copies are an additional \$1.00 per document to certify.

Example of Fees: A two-page deed is \$.50. If certification is necessary, the total cost would be \$1.50. A two-page plat is \$10.00. To certify that plat, the total cost would be \$11.00.

Please check one:       Copies only     Certified Copies

Date: \_\_\_\_\_

Requested by: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

City, State Zip: \_\_\_\_\_

Recording information for copies request:

Date Recorded: \_\_\_\_\_

Entire Document of specific pages: \_\_\_\_\_  
(Partial documents cannot be certified)

Reception number or Book & Page: \_\_\_\_\_

Please mail this form along with your check or money order payable to:

Grand County Clerk and Recorder  
P. O. Box 120  
Hot Sulphur Springs, Co. 80451

### Additional Fees

Postage will be as follows:

Standard size copies 10 pages or less will be \$1.00 and 11 pages or more will be \$2.00.  
Mailing of plat sized copies for 1 to 2 pages will be \$2.00 and 3 pages or more will be \$5.00.  
Documents may be emailed at no additional charge.

If documents are emailed the postage fee is waived. Please include email address \_\_\_\_\_