

**PHIL DIAMOND  
ORANGE COUNTY COMPTROLLER**

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(407) 836-5115  
Fax: (407) 836-5120

**SERVICE CHARGE SCHEDULE**

Fees per 2016 Florida Statutes (date last reviewed: 10/31/2016)

(Charges, fees, and requirements in accordance with Florida Statutes, including, but not limited to, F.S. 28, 119, 197, 199, 201, 689, 695, 696, 713, 721)

**IMPORTANT NOTES:**

**Before recording** instruments, please check for the following:

1. Date
2. Printed name and mailing address of each grantor and grantee (F.S. 695.26)
3. Complete legal description
4. Attachments, if any
5. Names and signatures in agreement
6. Corporate name (if applicable) printed correctly; corporate seal affixed; and officer's title(s) shown under signature(s)
7. Notarial acknowledgment complete [i.e., name(s) with title(s); date; notary's signature; notary's seal; expiration date of notary's commission]
8. Preparation statement on all real estate documents (F.S. 695.24), appearing legibly on the face of the document, stating:

This instrument prepared by:

Name of Individual \_\_\_\_\_  
Firm (if any) \_\_\_\_\_  
Address \_\_\_\_\_

**SERVICE/DOCUMENT TYPE**

**FEE FOR SERVICE**

CERTIFICATES - authenticated [FS 28.24 (17)].....	\$ 7.00 each
COPIES - OFFICIAL RECORDS - CERTIFIED (up to 8 1/2" by 14") [FS 28.24 (3)].....	\$ 2.00 per document <u>plus</u>
.....[FS 28.24 (5)(a)].....	\$ 1.00 per page
COPIES - OFFICIAL RECORDS - CERTIFIED (larger than 8 1/2" by 14") [FS 28.24 (3)].....	\$ 2.00 per document <u>plus</u>
.....[FS 28.24 (5)(b)].....	\$ 5.00 per page
COPIES - OFFICIAL RECORDS - NON-CERTIFIED (up to 8 1/2" by 14") [FS 28.24 (5)(a)].....	\$ 1.00 per page
COPIES - OFFICIAL RECORDS - NON-CERTIFIED (larger than 8 1/2" by 14") [FS 28.24(5)(b)].....	\$ 5.00 per page
COPIES - NON-OFFICIAL (8 1/2" by 11", 8 1/2" by 14") [FS 119.07 (4)(a)(1)].....	\$ .15 per page
COPIES - NON-OFFICIAL - CERTIFIED (8 1/2" by 11", 8 1/2" by 14") [FS 119.07 (4)(c)].....	\$ 1.00 per copy <u>plus</u>
.....[FS 119.07 (4)(a)(1)].....	\$ .15 per page
DOCUMENTARY STAMP TAX - on real estate conveyance [FS 201.02].....	\$ .70 per \$100 consideration
- on obligations to pay money [FS 201.08].....	\$ .35 per \$100 indebtedness
DECLARATION OF DOMICILE (recording and oath) Recording = \$5 [FS 28.24 (12)(a)] + Mod Fund \$1 [FS 28.24 (12)(d)(1)] + \$4 Court Tech [FS 28.24 (12)(e)] + \$3.50 [FS 28.24(13)].....	\$ 13.50
INDEXING instruments - four or fewer entries [FS 28.24 (12)(c)].....	\$ .00
- more than four entries [FS 28.24 (12)(c)].....	\$ 1.00 per additional name
INTANGIBLE TAX (also see example on next page) [FS 199.133].....	\$ .002 per \$1.00 obligation
LIS PENDENS (recording) [FS 28.24 (12)(a)].....	\$ 5.00 for first page <u>plus</u>
.....[FS 28.24 (12)(b)].....	\$ 4.00 each additional page
OATH (administering, attesting and sealing) [FS 28.24 (13)].....	\$ 3.50
PLATS AND CONDOMINIUM EXHIBITS (larger than 8 1/2" by 14") - examining, certifying, and recording [FS 28.24 (11)(a)].....	\$ 30.00 for the first page <u>plus</u>
.....[FS 28.24 (11)(b)].....	\$ 15.00 for each additional page
- copying [FS 28.24 (5)(b)].....	\$ 5.00 per page
POSTAL CHARGES for any mailing by certified or registered mail [FS 28.24 (27)].....	Actual
(to be paid by the party who requested said mailing)	
RECORDING (including indexing and filing instrument up to 8 1/2 " by 14") Recording = \$5 [FS 28.24 (12)(a)] + Mod Fund \$1 [FS 28.24 (12)(d)(1)] + \$4 Court Tech [FS 28.24 (12)(e)].....	\$ 10.00 for the first page <u>plus</u>
Recording = \$4 [FS 28.24 (12)(b)] + Mod Fund \$.50 [FS 28.24 (12)(d)(2)] + \$4 Court Tech [FS 28.24 (12)(e)]....	\$ 8.50 for each additional page <u>plus</u>
.....[FS 28.24 (12)(c)].....	\$ 1.00 per name over four names
SEARCHES OF RECORDS [FS 28.24 (20)].....	\$ 2.00 per name/per year searched
TRANSFER OF LIEN to cash or surety bond [FS 55.10, 713.22, 713.24].....	Call 407-836-5116 for detailed information
TRUSTEE DEED - NON-JUDICIAL FORECLOSURE-TIMESHARES Administrative Fee [FS 721.8561].....	\$50.00
TAX DEEDS [FS 197.502, 197.512, 197.522, 197.542, 197.552, etc.].....	Call 407-836-5116 for detailed information

...see next page...

**SERVICE CHARGE SCHEDULE** (continued)

**ADDITIONAL INFORMATION ON DOCUMENTARY STAMP TAX**

(Reference: Florida Statutes 201, 201.02, 201.08)

**ON REAL ESTATE CONVEYANCES (DEEDS)**

\$ 0.70 per \$100 or fraction thereof

Florida Documentary Stamp Tax must be noted on documents before or at the time of recordation

Tax due on total consideration (including cash, any unpaid balance on existing or new mortgage, plus anything having a monetary value)

Minimum stamp tax on any conveyance having a total consideration of \$100 or less

\$ 0.70

Deed shown as corrective or given to clear title, but not in lieu of foreclosure

\$ 0.70

Deed given in lieu of foreclosure

\$ 0.70 per \$100 or fraction thereof

**ON OBLIGATIONS TO PAY MONEY (MORTGAGES)**

\$ 0.35 per \$100 or fraction thereof

Tax due on total amount of indebtedness as shown on document

Due and payable when the instrument is presented for recordation

If more than one document is recorded evidencing the same indebtedness, each document will be taxable as a separate indebtedness unless the documents are properly cross-referenced to the document bearing stamps.

**COMMON INSTRUMENTS SUBJECT TO FLORIDA DOCUMENTARY STAMP TAX**

Agreements for Deed and Assignments  
Articles of Agreement and Assignments  
Assignments of Mortgage (if new obligation)  
Assumption of Mortgage  
Bonds, Corporation  
Certificates of Indebtedness  
Conditional Sales Contracts  
Contracts to Purchase Real Estate

Deeds (all types)  
Modification Agreements  
Mortgages  
Notes, Renewal  
Renewal Agreements  
Sales Contracts, Conditional  
Security Agreements

**PENALTY FOR IMPROPERLY STAMPED DOCUMENTS**

A penalty is imposed under s. 201.17(2)(b), Florida Statutes, equal to 10 percent of any unpaid tax if the failure is not more than 30 days, with an additional amount of 10 percent for each additional 30 days or fraction thereof, up to 50 percent of the unpaid tax. Interest of 1 percent per month shall be charged based upon the amount of tax due from the date of recordation until the tax is paid.

**ADDITIONAL INFORMATION ON INTANGIBLE TAX**

(Reference Florida Statutes 199)

Due and payable when the instrument is presented for recordation

\$ 0.002 per \$ 1.00 obligation

Due on all real estate Mortgages, Agreements for Deed, Articles of Agreement, and Contracts to Purchase Real Estate,

Example: Mortgage of \$4,388.92 x 0.002 = \$8.78 due in intangible taxes