

Santa Clara County Assessor's Office Fee Schedule for Products and Services

Effective July 1, 2013

Item #	Description	Legal Authority	Fee
Data Files (CTR, Email)		R&T 409 (except where indicated)	
1	Secured Master File with Use Codes (MF901)		\$ 2,240
2	Secured Master File without Use Codes (MF901B)		\$ 375
3	Property Situs (Address) File (SF902)		\$ 2,080
4	Property Characteristics File (PC851)	R&T 408.3	\$ 44,500
5	Legal Description File (LD852)		\$ 1,740
6	Key Changes: Year-to-Date (KC101)		\$ 220
7	Annual (CK102)		\$ 220
8	Roll Indices: Parcel Control (CI105)		\$ 1,895
9	Subdivision Tract (ST103)		\$ 1,895
10	Record of Survey (RS104)		\$ 1,895
11	Assessor's Parcel Maps on CD - Entire County		\$ 2,680
12	Assessor's Parcel Maps on CD - Yearly Updates		\$ 265
13	Unsecured Master File		\$ 640
14	Appeal Master File		\$ 225
15	Condensed Sales File	R&T 410, 409	\$ 615
Information Extract Files (Set-up fee, plus cost shown per 1,000 records)		R&T 409 (except where indicated)	
16	Selection Set-up Charge	Co. Ord. A14-15	\$ 690
17	Master File and Use Code (per 1,000 records)		\$ 3.85
18	Master File, Use Code, and Situs Address (per 1,000 records)		\$ 7.70
19	Master File, Use Code, Situs Address, and Acreage (per 1,000 records)		\$ 11
20	Secured Property Physical Characteristics (per 1,000 records) (Includes selected physical characteristics, master file, use code, situs address, and acreage)	R&T 409, 408.3	\$ 95
Other Products and Services			
21	Assessor's Map Page, per 11 x 17" Page	Ord. 300.93	\$ 5
22	Printout, Property Characteristics, One Parcel	R&T 408.3	\$ 5
23	Photocopy, One Page of Public Microfiche	R&T 408.3	\$ 7
24	Printout, One Page of Public Information from Database	R&T 408.3	\$ 4
25	Inspection of Two-year Sales List	R&T 408.1	\$ 10
26	Assessor's County Map, Large or Small	Ord. 300.93	\$ 5
27	Copy Fee per Document	SCC Proc. Manual S 330.3	\$ 5
28	Copy Fee per Additional Page	SCC Proc. Manual S 330.3	\$ 0.10
29	Certification Fee for Any Document	R&T 162, Co. Ord. 14-16	\$ 1
30	Prop 90 - Transfer of Base Year Value from Out-of-County	R&T 69.5	\$ 85
Additional Charges			
31	Service Fee per Order	Co. Ord. A14-15	\$ 5.00
32	Returned Check	Co. Ord. A14-30; Ord NS-300.323	\$ 50
33	* Special projects authorized by the Assessor will be charged at the fully loaded labor rate.		
Recapture of Development Costs per Parcel			
34	Real Property Physical Characteristics per Parcel	R&T 408.3	\$ 0.10
35	Recapture of Cost per Parcel Associated with Mapping	R&T 408.3	\$ 0.01

Santa Clara County Assessor's Office Staff Billing Rates

Effective July 1, 2013

Item #	Description	Legal Authority	Fee
Research and Analysis (Per-hour Rate)		Co. Ord. A14-15	
36	Managerial Billing Rate		\$ 134
37	Information Services Technical Billing Rate		\$ 102
38	Real and Business Division Assistant Chief Rate		\$ 106
39	Real and Business Division Supervisory Personnel		\$ 99
40	Senior Auditor-Appraiser		\$ 93
41	Senior Appraiser		\$ 87
42	Appraiser II / III		\$ 79
43	Assessment Standards and Services Technical Billing Rate		\$ 67
44	Services Division Clerical Support		\$ 60

* It is anticipated that charges for staff time will be limited to situations requiring specialized programming or research with the approval of the Division Chief or IS Director and the Assessor or Assistant Assessor. The above fee schedule will be used, when appropriate, for staff time in response to a subpoena or other legal requirement.