

1 [Amending fees charged by the County Clerk for various services.]

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3 **Ordinance amending the San Francisco Administrative Code by amending Sections**
4 **8.33.1, 62.8, and 62.9, to adjust fees charged by the County Clerk for various services**
5 **and to provide for annual adjustment of those fees to reflect changes in the Consumer**
6 **Price Index.**

7 Note: Additions are single-underline italics Times New Roman;
8 deletions are ~~strikethrough italics Times New Roman~~.
9 Board amendment additions are double underlined.
Board amendment deletions are ~~strikethrough normal~~.

10 Be it ordained by the People of the City and County of San Francisco:

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12 Section 1. The San Francisco Administrative Code is hereby amended by amending
13 Sections 8.33.1, 62.8, and 62.9, to read as follows:

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15 **SEC. 8.33.1. COUNTY CLERK'S FEES.**

16 (a) Pursuant to Government Code Sections 54985 through 54987 and 26831 and
17 Business and Professions Code Section 22352, the County Clerk is hereby authorized to
18 charge fees to defray the actual cost of issuance of the following documents and the provision
19 of the following services, notwithstanding the fees otherwise set or limited by State law. Any
20 persons requesting the following documents or services shall pay the following fees:

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22 Public marriage license (<u>local portion of fee only</u>)	\$ <u>50.00</u> 69.00
23 Confidential marriage license (<u>local portion of fee only</u>)	<u>50.00</u> 74.00
24 Duplicate copy of marriage license	<u>16.00</u> 40.00
25 <u>Amendment to marriage license</u>	<u>20.00</u>

1	Performance of marriage/domestic	
2	partnership ceremony in City Hall	30.00
3	<u>During regular business hours</u>	<u>60.00</u>
4	<u>On weekends or holidays</u>	<u>100.00</u>
5	Issuance of authority to <u>perform ceremony</u> marry and oath	<u>100.00</u> 50.00
6	Filing fictitious business name statement	<u>37.00</u> 35.00
7	Additional name or registrant on same statement	9.00
8	<u>Filing affidavit of publication</u>	<u>6.00</u>
9	Withdrawing partner or abandoning	
10	fictitious business statement	<u>30.00</u> 24.00
11	Administration of oath and filing notary public bond	
12	<u>(does not include add'l state fees for recording)</u>	<u>30.00</u> 28.00
13	<u>Surrender of notary journal</u>	<u>12.00</u>
14	Filing, revoking, cancelling or withdrawing	
15	power of attorney (surety insurer)	<u>27.00</u> 19.00
16	Additional name	<u>7.00</u> 9.00
17	Process server identification card	10.00
18	Processing of fingerprint cards	
19	(not including State Department of Justice fee)	<u>10.00</u> 7.00
20	Authentication of public official/ notary public	10.00
21	<u>Search of County Clerk's files (each year)</u>	<u>7.50</u>
22	Copies of records on file	
23	(per page, pages 1 through 3)	<u>4.50</u> 3.00
24	(each additional page)	0.10
25	Certifying/endorsing documents or copies of documents	<u>1.50</u> 1.00

1	Fictitious business name index records	
2	Records for one day	9.50
3	Records for one week	9.50
4	Records for two weeks	20.00
5	Records for one month	20.00
6	Diskette	1.00
7	New client fee	15.00
8	Delivery handling fee	10.00
9	<u>Environmental impact report</u>	<u>30.00</u>

10 Such fees received by the County Clerk shall be deposited with the City and County
11 Treasurer. Portions of the fees for marriage licenses shall be disbursed in accordance with
12 Government Code Sections 26840, 26840.1, 26840.3, 26840.7, and 26840.8 and San
13 Francisco Administrative Code Section 10.117-21.

14 (b) Beginning with fiscal year 2003-2004, fees set in this Section may be adjusted each year,
15 without further action by the Board of Supervisors, to reflect changes in the relevant Consumer Price
16 Index, as determined by the Controller.

17 No later than April 15th of each year, the County Clerk shall submit its current fee schedule to
18 the Controller, who shall apply the price index adjustment to produce a new fee schedule for the
19 following year.

20 No later than May 15th of each year, the Controller shall file a report with the Board of
21 Supervisors reporting the fee new schedule and certifying that: (a) the fees produce sufficient revenue
22 to support the costs of providing the services for which each fee is assessed, and (b) the fees do not
23 produce revenue which is significantly more than the costs of providing the services for which each fee
24 is assessed.

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1 **SEC. 62.8. FILING FEES.**

2 For each filing of a Declaration of Domestic Partnership and each Amendment to a
3 Declaration of Domestic Partnership the County Clerk shall charge a fee of ~~\$40~~ \$35.

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5 **SEC. 62.9. CIVIL CEREMONY.**

6 (a) The County Clerk and any other person authorized by state law to perform
7 marriage ceremonies are authorized to perform a civil ceremony solemnizing the formation of
8 a Domestic Partnership established in accordance with this Chapter. Persons who either (1)
9 present a signed Declaration of Domestic Partnership for filing to the County Clerk in
10 accordance with Section 62.3(a)(1), or who (2) present a certificate issued by the County
11 Clerk in accordance with Section 62.3(a)(1) showing that a signed Declaration of Domestic
12 Partnership for these persons has been previously filed with the County Clerk, may request
13 that the County Clerk or any other person authorized by state law to perform marriage
14 ceremonies perform a ceremony solemnizing the formation of their Domestic Partnership.
15 Each request for a Domestic Partnership ceremony by the County Clerk shall be made in
16 writing on a form provided by the County Clerk, and shall be accompanied by payment of a
17 fee of \$60.00, for a ceremony to be performed during regular business hours, and \$100, for a
18 ceremony to be performed on a weekend or holiday ~~30~~.

19 (b) Upon completion of the ceremony authorized by Subsection (a), the County
20 Clerk shall issue a souvenir certificate memorializing the performance of the ceremony. If the
21 ceremony is performed by a person other than the County Clerk, the persons entering into
22 Domestic Partnership shall obtain a Ceremony Request Form from the County Clerk prior to
23 the ceremony and shall return such Ceremony Request Form to the County Clerk within six
24 months following the ceremony. The Ceremony Request Form shall be signed by the
25 officiant. The County Clerk shall keep a record of all such ceremonies performed, filed with

1 the Declaration of Domestic Partnership to which they apply. The County Clerk shall keep a
2 record of Domestic Partnership ceremonies. The County Clerk shall charge a fee, as set forth in
3 Section 8.33.1, for issuing an authorization to perform the ceremony and oath.

4 (c) The County Clerk is authorized to deputize persons to solemnize Domestic
5 Partnership ceremonies. Any person 18 years of age or older may apply to be deputized for
6 this purpose. Approval of applicants and the terms of any such authorization shall be solely
7 within the discretion of the County Clerk.

8 (d) The ceremony authorized by this Section shall have no legal effect upon the
9 status of a Domestic Partnership established pursuant to this Chapter.

10 (e) This Section shall become effective 45 days after it is enacted.

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APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
THOMAS J. OWEN
Deputy City Attorney