

Justin Heap  
Recorder



Office of The  
Maricopa County Recorder

Account Application

DATE OF REQUEST \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

TAX ID NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

MAIN CONTACT PERSON/TITLE \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_

RECORDING/DIGITAL CONTACT PERSON \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ACCOUNTING CONTACT PERSON \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

AUTHORIZED USER(S) OF THE ACCOUNT \_\_\_\_\_

\_\_\_\_\_

TYPE OF ACCOUNT REQUESTED

Recording \_\_\_\_\_ Searches \_\_\_\_\_ Copies \_\_\_\_\_ 3<sup>rd</sup> Party Submitter \_\_\_\_\_ Government Entity \_\_\_\_\_

DVDs \_\_\_\_\_ Bulk Image Data \_\_\_\_\_ Bulk Name Data \_\_\_\_\_

*I understand a \$300 check payable to Maricopa County Recorder is the minimum amount accepted to open the account and a \$50 credit balance must be maintained at all times. If the account is not in good standing at the time of a recording or copy request, the request may be disabled.*

SIGNATURE/TITLE \_\_\_\_\_

**PLEASE RETURN COMPLETED APPLICATION, COMMERCIAL PURPOSE & ADDENDUM OR NON-COMMERCIAL PURPOSE AND DIGITAL RECORDING MOU (Pages 1-5) FORMS AND \$300 CHK TO THE MARICOPA COUNTY RECORDER, ATTN: ACCOUNTING TEAM, 301 W. Jefferson St. 7th Floor, Suite 705, PHOENIX, AZ 85003.**

Approved by: \_\_\_\_\_

Request rejected: \_\_\_\_\_

Date Account opened: \_\_\_\_\_

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

Account number: \_\_\_\_\_

Reason: \_\_\_\_\_

In accordance with A.R.S. §39-121.03, all applicants must have certified statement of commercial use on file in the Maricopa County Recorder's Office prior to approval of this application.