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 ____ 3rd Party Submitter ____

DVDs/FTP ____ 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 denied. Additional fee adjustments may be made to the account for up to one year after a document is recorded if an error was made in the initial recording fees assessed. Accounts inactive for one year or longer will be terminated unless you have notified us that you want to keep the account open.

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, 111 S. 3RD AVENUE #103, PHOENIX, AZ 85003-2281.

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.

111 S. 3rd Avenue · Phoenix, Arizona 85003-2281 · (602) 506-3637 · (FAX) (602) 506-3273