



## **Maricopa County Recorder Instructions**

Maricopa County charges \$18 per property to record a deed as of July 2015.  
Deeds that include Death Certificates or Divorce Decrees will be subject to more fees.  
Fees are subject to change.

**There are two ways to Record a Deed in Maricopa County by Mail or instantly at a Kiosk!**

Phone 602-506-3535 T.D.D. 602-506-2348

### **Mail**

Send an \$18 check made out to Maricopa County Recorder to the address below along with your deed and the deed notary page. Your deed will be returned to you in 2 – 6 weeks.

Recorder and Elections Dept. - Main Downtown Office

111 S. Third Ave. Phoenix AZ 85003 Hours: Monday - Friday 8:00 A.M. - 5:00 P.M.

### **Recording Kiosk**

This is the easiest option for recording deeds to ensure that your deed is recorded immediately without being lost in the mail. Digital recording kiosks allow for convenient recording of documents at a location near you. The kiosk will be available Monday through Friday and payment can be made with a credit card (Visa / MasterCard).

Please visit the kiosk page for more information: <http://recorder.maricopa.gov/recorder/kiosk.aspx>

Or for an instructional video: <http://recorder.maricopa.gov/multimedia/kioskinformation.aspx>

### **Goodyear**

#### **Goodyear Branch Library**

14455 W Van Buren St, C-101

Goodyear, AZ 85338

Monday – Friday Hours: 10:00AM - 5:00PM

### **White Tank**

#### **White Tank Branch Library**

20304 W White Tank Mountain Rd

Waddell, Arizona 85355

Monday – Friday Hours: 10:00AM - 5:00PM

### **Surprise**

#### **Northwest Regional Library**

16089 N. Bullard Ave.

Surprise, AZ 85374

Monday – Friday Hours: 9:00AM - 5:00PM

### **Sun City**

#### **Sun City Branch Library**

16828 N 99th Avenue

Sun City, Arizona 85351

Monday – Friday Hours: 9:00AM - 5:00PM