

**Lane County - Service Option Sheet - FY 23-24 Adopted**

**SOS:** **Recording, Research, Marriage Licenses**  
**Dept:** CAO Operations - Deeds/Records County Clerk's Office  
**Contact:** Dena Dawson, 541-682-4328

**Service Category: General Government**

<b>Mandate</b>	None	Related	<b>SHALL</b>
<b>Leverage</b>	None	Some	<b>HIGH</b>

**Executive Summary**

The County Clerk is responsible for the filing, recording and indexing of deeds and mortgages of real property, contracts, abstracts of judgments, notices of pendency, powers of attorney, liens, and other interests provided by law affecting the title of real property and in regard to the entry of satisfaction and discharge of the same, together with other documents authorized by law to be recorded. The permanent indexing of real property records provides a permanent record for determining the accurate chain of title for real property. Citizens and businesses rely daily on this information in the buying and selling of property. Court cases, property taxes, title insurance, etc. also rely on access to timely and accurate real property transactions. The County Clerks issue marriage licenses according to state law; the licenses are indexed as a permanent public record. County Clerks also register and index Certificates of Registered Domestic Partnerships. Marriages may be solemnized within the county by the county clerk or the clerk's deputies.

**Service Descriptions**

	Revenue	Expense Total	General Fund	FTE
<b>Adopted Budget Total</b>	\$1,520,147	\$937,819	(\$582,328)	6.10

Program provides recording and indexing of real property recordings within Lane County. Provides a marriage license or declaration of domestic partnership.

**State/Federal Mandate**

The County Clerk shall perform all the duties in regard to the recording and indexing of all documents required or permitted to be recorded that affect the title of real property. Failure to meet those requirements would result in litigation as Lane County Clerk has the sole responsibility to perform this function on behalf of its citizens. All transfers of real property shall become a permanent record. ORS 205.130. All persons wishing to enter into a marriage contract shall obtain a marriage license from the county clerk ORS 106.041. The county clerk shall maintain records relating to marriages licensed in the county ORS 106.100. The county clerk shall register Declaration of Domestic Partnerships in a domestic partnership registry within the county ORS Chapter 106, effective January 1, 2008.

**Leverage Details**

The General Fund portion of this program leverages the following:

_____	\$0	back to the Discretionary General Fund
_____	\$0	into other non Discretionary County Funds
_____	\$0	directly to community members (child support payments)