



Clerk and Recorder

530 E. Main St. Suite 101 Aspen, CO 81611
970.429.2708 ryan.keith@co.pitkin.co.us

COPY REQUEST ORDER FORM

Copy Type	Copy Fees
8.5" x 11" print or digital copy (standard documents)	\$0.25 / per page
Plats / Surveys 24" x 36" paper print or digital copy	\$5.50 / per page
Plats / Surveys 24" x 36" mylar print	\$25.00 / per page
Marriage License (non-certified)	\$2.00 / per copy
*Document Certification Charge	\$1.00 / per document

***hard copy prints only - we can not email certified documents.**

Reception # or Book & Page	Entire Document or **Specific Pages?	Record Date	Hard Copy?	Digital Copy?	Certified?

**** partial documents cannot be certified & exact page #'s must be specified.**

Contact Information

Name: _____

Mailing Address: _____

Mailing City: _____

Mailing State: _____

Mailing Zip: _____

Email Address: _____ (required for digital copies)

Phone #: _____

Please send this form along with payment to:

**Pitkin County Clerk and Recorder
530 E. Main St., Suite 101 Aspen, CO 81611**