

COUNTY OF CLEAR CREEK

**OFFICE OF
TREASURER AND PUBLIC TRUSTEE
P.O. BOX 2000
GEORGETOWN, COLORADO 80444**

**TO RELEASE A OF DEED OF TRUST BY A NON-QUALIFIED HOLDER
(CRS 38-39-102)**

To execute a Release of Deed of Trust, **WITH PRODUCTION**
it is necessary to submit the following to the Public Trustee's Office:

1. *REQUEST FOR RELEASE OF DEED OF TRUST FORM - completed and signed (and notarized) by ALL holders of the Evidence of Debt or their attorney or agent. If signed by an agent it must so indicate on the Release Form. THIS REQUEST SHALL BE DULY EXECUTED AND ACKNOWLEDGED.*
2. *THE ORIGINAL EVIDENCE OF DEBT (NOTE) marked "Paid in Full" and signed by the holder or holders of the Evidence of Debt, or their agent. If signed or marked paid by an agent it must so indicate on both the Evidence of Debt and release form.*

*(If the Original Evidence of Debt cannot be produced, the Public Trustee may accept a corporate surety bond issued by a company authorized to issue such bonds in the State of Colorado with the Public Trustee as Obligee, conditioned against the delivery of any such Original Evidence of Debt to the damage of the Public Trustee and in a sum equal to one and one half times the original principal amount recited in the Deed of Trust.) **

3. *THE ORIGINALLY RECORDED DEED OF TRUST - If this instrument is lost, a certified copy from the Clerk & Recorder's Office, or a copy showing the recording information is acceptable.*
4. *A \$28.00 Fee - made payable to the Public Trustee - for execution AND recording a one (1) page standard release form (plus \$5.00 for each additional page). Please enclose a SASE in proper size to return documents.*

*** If a Corporate Surety Bond is submitted, an additional recording fee of \$5.00 per page is required.**

**CAROL LEE, Treasurer and Public Trustee
Telephone: (303)679-2353**

