

Duties



- Locate, identify, and appraise all vacant land, improved real estate, business property, and certain mobile homes, boats and aircraft for property tax purposes. Provide accurate information and assistance to taxpayers of San Diego County concerning property assessments.
- Provide public notice by accepting and recording legal instruments (documents) required by law upon payment of proper fees and taxes, as well as maintaining birth, marriage, and death records and indices for San Diego County.
- Issue marriage licenses and perform civil marriage ceremonies, register Fictitious Business Name Statements, notaries public, process servers, professional photocopiers, and legal document assistants.