

Clay County, Texas
County Clerk Fees
Effective January 1, 2024

Official Public Records.....

Filing/Recording in the Official Public Records

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(LGC 118.011)	\$ 5.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total for 1st Page		\$25.00
Each additional page or part which there are visible marks (LGC 118.011(a)(1))		\$ 4.00
Each additional name to be indexed in excess of five (5) (LGC 118.011(a)(2))		.25

Texas Property Code 11.003, effective Jan. 1, 1982: Requires that each grantee's mailing address be in or attached to any document conveying real property executed after December 31, 1981. *If address of each grantee is not included, the payment of a penalty filing fee equal to the greater of (1) twice the statutory filing fee for the filing of such document with the County Clerk or (2)\$25.00 will be required. This fee is in addition to regular filing fees. LGC 191.007(c)(h): Provides double the filing fee for that page if there is not a clearly identifying heading, similar to the headings on most printed forms, must be placed at the top of the first page to identify the type or kind of legal paper. LGC 191.007(e)(h): Provides double the filing fee for that page if names are not legibly typed or printed immediately under each signature. LGC 191.007(3): Printed in type no smaller than 8 point type. Property Code 12.001(b) & 12.011: Must have original signature and proper acknowledgement.*

State Tax Liens/Release

Filing/Recording Fee	(LGC 118.011)	\$ 5.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total for 1st Page		\$15.00
Each additional page or part which there are visible marks		\$ 4.00

Federal Tax Liens/Release

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(PC 14.005)	\$10.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total for 1st Page		\$30.00
Each additional page or part which there are visible marks		\$4.00

Assumed Name Certificate/ DBA or Abandonment of DBA

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(TX Business/Commerce 71.155)	\$ 2.00
Records Management	(LGC 118.011(b)(2))	\$10.00
Total for 1st Page		\$22.00
Each additional name indexed (TXBCC 71.11(a)(2))		\$.50

Corporations, LP's, LLC's are filed with the SOS instead of County Clerks office

Livestock Brand/ Release of Livestock Brand

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(LGC 118.020(a)(9) (TX Ag. Code 144.110))	\$ 5.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total per brand/ per location/ per type of animal		\$25.00

Plats Inside City Limits

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(LGC 118.011(c))	\$65.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total for 1st Page		\$85.00

Plats Outside City Limits

Archive Fee	(LGC 118.011(f))	\$ 10.00
Filing/Recording Fee	(LGC 118.011(c))	\$305.00
Records Management	(LGC 118.011(b)(2))	<u>\$ 10.00</u>
Total for 1st Page		\$325.00

UCC/ Financing Statements

Archive Fee	(LGC 118.011(f))	\$10.00
Filing/Recording Fee	(LGC 118.011)	\$ 5.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total for 1st Page		<u>\$25.00</u>

As of July 1, 2001 UCC records relating to consumer goods are no longer filed in the County Clerk's Office. Per revised Article 9 for the State of Texas, these are filed with the State. UCC-1 and UCC03 are accepted for filing in the Real Property Records if the collateral is timber, mineral, oil, gas or fixtures and regular filing fees apply.

Vital Statistics Records.....

Marriage License without Texas Premarital Edu. Certificate

Archive Fee	(LGC 118.011(f))	\$10.00
BVS Preservation	(HSC 191.0045)	\$ 1.00
County Fee	(LGC 118.011(a)(7))	\$30.00
State of Texas Fee	(LGC 118.011(a)(7))	\$30.00
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total		<u>\$81.00</u>

Marriage License with Texas Premarital Edu. Certificate

72 hour waiting period is waived

Archive Fee	(LGC 118.011(f))	\$10.00
BVS Preservation	(HSC 191.0045)	\$ 1.00
County Fee	(LGC 118.011(a)(7))	waived
State of Texas Fee	(LGC 118.011(a)(7))	waived
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total		<u>\$21.00</u>

Informal Marriage

Archive Fee	(LGC 118.011(f))	\$10.00
BVS Preservation	(HSC 191.0045)	\$ 1.00
Fee	(LGC 118.011(a)(8))	\$12.50
State of Texas Fee	(LGC 118.011(a)(8))	\$12.50
Records Management	(LGC 118.011(b)(2))	<u>\$10.00</u>
Total		<u>\$46.00</u>

Birth Certificate (Certified Copy)

BVS Preservation	(HSC 191.0045)	\$ 1.00
Search/Certificate/C- Clerk Fee	(LGC 118.015(a)(TAC 181.22)(HSC 191.0045)	\$ 20.20
State of Texas Fee	(HSC 191.0045)	<u>\$ 1.80</u>
Total		<u>\$ 23.00</u>

Birth Verification (HSC 191.0045(d)) \$21.00

Death Certificate (Certified Copy)

BVS Preservation	(HSC 191.0045)	\$ 1.00
Search/Certificate/C- Clerk Fee	(LGC 118.015(a)(TAC 181.22)(HSC 191.0045)	<u>\$ 20.00</u>
Total		<u>\$ 21.00</u>

Each Additional Copy-ordered at the same time

BVS Preservation	(HSC 191.0045)	\$1.00
County Clerk Fee	(HSC 191.0045)	<u>\$3.00</u>
Total		<u>\$4.00</u>

Death Verification (HSC 191.0045(d)) \$21.00

Misc. County Clerk Fees

Copies, per page- paper to paper (Local Government Code 118.052 (3) (C)(COP)	\$ 1.00
Copies, per page- electronic to paper	\$ 1.00
Copies, per page- electronic transmission of electronic document, not to exceed \$1.00	\$.10
Certification of Copies, per document (Local Government Code 118.052 (3) (B)	\$ 5.00
Notice of Trustee Sale (TPC 51.002(f)	\$ 2.00
Certified Copy Marriage Cert. (1874-1974)	\$ 6.00
Certified Copy Marriage Cert. (1975-present)	\$ 7.00
Plain Copies (originals provided by public)	\$.15
Map Books (bound) (Local Government Code 118)	\$10.00
Map Book (stapled, unbound) (Local Government Code 118)	\$ 4.00
Subdivision Rules & Regulations Book (bound) (Local Government Code 118)	\$10.00
Audio Disc (Commissioners' Court) (Local Government Code 118)	\$10 .00
Official Public Records Disc (Up to one month per filings) (Local Government Code 118)	\$10.00
Return Check fee (HB 249)	\$30.00

Civil/Probate County Court.....

Base Civil (No issuance/ posting/ service)

Appellate Judicial System Fee	\$ 5.00
Court facility fund	\$ 20.00
County Clerk Filing Fee	\$ 50.00
Records Management Fee	\$ 30.00
Court Reporter Fee	\$ 25.00
Law Library	\$ 35.00
Courthouse Security Fund	\$ 20.00
Language Access Fee	\$ 3.00
Jury Fund	\$ 10.00
Dispute Resolution Fund	\$ 15.00
State Consolidated Fee	\$137.00
TOTAL	\$350.00

Base Probate/ Guardianship (No issuance/ posting)

Appellate Judicial System Fee	\$ 5.00
Court facility fund	\$ 20.00
County Clerk Filing Fee	\$ 40.00
Records Management Fee	\$ 15.00
Court Reporter Fee	\$ 25.00
Law Library	\$ 35.00
Courthouse Security Fund	\$ 20.00
Language Access Fee	\$ 3.00
Jury Fund	\$ 10.00
Dispute Resolution Fund	\$ 15.00
Guardianship Fee/ Probate Admin Fees	\$ 30.00
Judge's Education/Support Fee	\$ 5.00
State Consolidated Fee	\$137.00
TOTAL	\$360.00

Probate/ Guardianship with Issuance/ Posting citation

Court Costs	\$360.00
Issue Citation	\$ 8.00
Sheriff Posting Fee	\$ 50.00
TOTAL	\$418.00

Inventory, Appraisal and list of Claims (after 90th day after Qualification Date)

County Clerk Filing Fee	(LGC 118.052(2)(B)(i))	\$ 25.00
Judge's Signature Fee (each)	(LGC 118.101(11))	\$ 2.00
Total		\$ 27.00

Annual/Final Account of Probate/Guardianship**(must be notarized, Application for Sale of Real or Personal Property (after Order Approving Inventory & Appraisal or after 120th day after initial filing of the action, whichever occurs first)**

County Clerk Filing Fee	(LGC 118.052(2)(B)(iv))	\$ 25.00
Judge's Signature Fee (each)	(LGC 118.101(11))	\$ 2.00
Total		\$ 27.00

Annual/Final Report of Guardianship (after Order Approving Inventory and Appraisal or after 120th day after initial filing of the action, whichever occurs first)

County Clerk Filing Fee	(LGC 118.052(2)(B)(vi))	\$10.00
Judge's Signature Fee (each)	(LGC 118.101(11))	\$ 2.00
Total		\$12.00

Misc. Filings (after Order Approving Inventory and Appraisal or after 120th day after initial filing of the action, whichever occurs first)

County Clerk Filing Fee	(LGC 118.052(2)(B)(vii))	\$ 25.00
Judge's Signature Fee (each)	(LGC 118.101(11))	\$ 2.00
Total		\$ 27.00

Probate Claim

County Clerk Filing Fee	(LGC 118.052(2)(D))	\$ 10.00
-------------------------	---------------------	-----------------

Wills for Safekeeping

County Clerk Filing Fee	(LGC 118.052(3)(E))	\$ 5.00
County Records Management	(LGC 118.011(b)(2))	\$ 5.00
Courthouse Security Fund	(LGC 291.008(d))	\$ 1.00
Total		\$ 16.00

Open Safety Deposit Box

County Clerk Filing Fee	(LGC 118.011(c))	\$ 8.00
Law Library	(LGC 323.023(a))	\$ 35.00
Judge's Signature Fee	(LGC 119.101)	\$ 2.00
State Electronic Fee Fund	(TGC 51.851(b))	\$ 30.00
Court Training Fee	(GC 51.971)	\$ 5.00
Total		\$ 80.00

Cross Action; Counterclaim

County Clerk Filing Fee	(LGC 118.052 (1)(b))	\$30.00
County Records Management	(LGC 118.0645)	\$ 5.00
Court Records Preservation Fee	(TGC 51.708)	\$10.00
Courthouse Security Fund civil	(LGC 291.008(d))	\$ 5.00
Indigent Legal Services Fee	(LGC 133.153(a)(1))	\$10.00
State Electronic Fee Fund	(TGC 51.851(b))	\$30.00
Court Training Fee	(GC 51.971)	\$ 5.00
Total (no service)		\$95.00

Adverse Action (Probate Cross Action, Motion for New Trial, etc.)

County Clerk Filing Fee –Adverse	(LGC 118.052 (2)(C))	\$40.00
County Records Management	(LGC 118.0645)	\$ 5.00
Courthouse Security Fund civil	(LGC 291.008(d))	\$ 5.00
Court Records Preservation Fee	(TGC 51.708)	\$10.00
Indigent Legal Services Fee	(LGC 133.153(a)(1))	\$10.00
Judge's Signature Fee (each)	(LGC 118.101)	\$ 2.00
State Electronic Fee Fund	(TGC 51.851(b))	\$30.00
Guardianship Fee	(LGC 118.052(2)(E))	\$20.00
Court Training Fee	(GC 51.971)	\$ 5.00
Total		\$132.00

Misc. Court Fees

Letters Test., Guardianship, Admin., (LGC 118.052)	\$ 2.00
Authenticated Probate Copy fee (plus \$1.00 per page)	\$ 10.00
Judge's signature on orders (LGC 118.101)	\$ 2.00
Sheriff Posting Fee	\$ 50.00
Sheriff/Constable Service Fee (citations)	\$110.00
Sheriff/ Constable Service Fee (writs)	\$195.00
Protective Order Service (charged to respondent)	\$125.00
Issuance of Citation/Writ	\$ 8.00
Court Reporter Fee (TGC 51.601 (a))	\$ 15.00
Issuance/Service by Certified Mail	\$ 18.00