

**FILING FEES**  
**OFFICE OF THE MATAGORDA COUNTY CLERK**  
**Effective January 1, 2010**

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**FILING FEES**  
**OFFICE OF THE MATAGORDA COUNTY CLERK**  
Effective January 1, 2010

A County Clerk shall collect the following fees for services rendered to any person: (Sec 118.011 (a) Local Government Code)

**REAL PROPERTY RECORDS FILING**

**(118.011-Local Government Code)**

(This includes Deeds, Deeds of Trust, Mechanic Liens, Judgments, Power of Attorney, etc)

**Regular Recording Fee: (Record)**

For the first page (Rec).....	\$ 5.00
(PFCC).....	\$ 5.00
(CHS).....	<u>\$ 1.00</u>
<b>Total.....</b>	<b>\$11.00</b>
For each additional page or part of a page on which there are visible marks of any kind.....	\$ 4.00
For all or part of each 8-1/2 x 14" attachment or rider.....	\$ 4.00
For each name in excess of five names that has to be indexed in all records in which the document must be indexed.....	\$ .25

**Courthouse Security Fee on all Documents: (Sec. 291.008) Local Gov't Code) & (Art. 102.017) Code of Criminal Procedure**

(CHS).....All Other Documents.....	\$ 1.00
(CHS).....Civil Cases Only.....	\$ 5.00
(CHS).....Criminal Cases Only.....	\$ 3.00

**Records Management & Preservation Fee on all Documents: (118.0216 - Local Government Code)**

(PFCC).....	\$ 5.00
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**Maps & Plats: (18" X 24") (see Commissioners Court Vol 8 Page 413)**

**Loc. Gov't Code Sec. 212.005, 212.017, 232.002)**

(Plat)..(each page).....	\$100.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$106.00</b>

**State Tax Lien & State Tax Lien Release: (Sec 113.005 - Tax Code)**

Record.....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$11.00</b>

**Federal Tax Lien & Federal Tax Lien Release: (Sec. 14.004 & 14.005 Property Code)**

(FTL).....	\$10.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$16.00</b>

**Child Support Liens: SB 686/HB 1322 (Sec 157.314 Family Code)** This bill prohibits a county clerk from charging any party a fee for recording a notice of child support lien

<b><u>Honorable Discharge &amp; DD-214: (Sec. 192.002 Local Gov't.Code).....</u></b>	N/C
<b><u>Certified Copy Discharge &amp; DD-214: (Sec. 192.002 Local Gov't Code).....</u></b>	N/C

**MISCELLANEOUS FILING & RECORDING FEES**

<b><u>Hospital Lien &amp; Hospital Lien Release: (Sec.55.005 Property Code)</u></b>	
(MISC).....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$11.00</b>

<b><u>Report of Lien Search: Federal, Judgment, &amp; State (MISC).....</u></b>	\$10.00
(Per item) and (Per name or Alias)	

<b><u>Civil &amp; Criminal Search: (Sec 118.011(c) Loc. Gov't Code)</u></b>	
(Per name or Alias) (MISC).....	\$10.00

**NO SEARCH DONE OF OFFICIAL RECORDS**

<b><u>Posting Notice: (PO).....</u></b>	\$ 4.00
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<b><u>Notice of Trustee's Sale: (Sec 51.002 Property Code) (MISC).....</u></b>	\$ 4.00
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<b><u>Photo Copies: Non-certified Papers (PHO).....</u></b>	\$ 1.00
(118.0145 Local Government Code)	

<b><u>Certified Copies: each complete instrument (CCO).....</u></b>	\$5.00
(118.014 Local Government Code)	

<b><u>Plain Copy of Marriage License:</u></b>	
Photo Copy (PHO).....	\$1.00 per page

<b><u>Certified Copy of Marriage License:</u></b>	
(CCM).....	\$ 7.00
(VSP) Vital Statistics Preservation.....	<u>\$ 1.00</u>
<b>Total.....</b>	<b>\$ 8.00</b>

**Assumed Name Certificate: (Sec. 36.10 Bus. & Com. Code) (As of 2/6/2008 all Assumed Names will be filed in the Official Records only with filing fee of \$11.00 for 1<sup>st</sup> page & \$4.00 for each additional page)**

For the first page (REC).....	\$ 5.00
(PFCC).....	\$ 5.00
(CHS).....	<u>\$ 1.00</u>
<b>Total.....</b>	<b>\$11.00</b>
For each additional page or part of a page on which there are visible	
Marks of any kind.....	\$ 4.00
For each name in excess of five names that has to be indexed .....	\$ .25

**Assumed Name Certificate Withdrawal: (Sec. 36.10 Bus. & Com. Code) (As of 2/6/2008 all Assumed Names will be filed in the Official Records only with filing fee of \$11.00 for 1<sup>st</sup> page & \$4.00 for each additional page)**

For the first page (REC).....	\$ 5.00
(PFCC).....	\$ 5.00
(CHS).....	<u>\$ 1.00</u>
<b>Total.....</b>	<b>\$11.00</b>
For each additional page or part of a page on which there are visible	
Marks of any kind.....	\$ 4.00
For each name in excess of five names that has to be indexed .....	\$ .25

<b><u>Cattle Brand: (118.020 Local Government Code)(Sec 144.042 Agriculture Code)</u></b>	
(MB) (Each Location) (per side).....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total (for 1 location).....</b>	<b>\$11.00</b>

**Birth Certificate: (Sec 118.015 Local Government Code)**

**(Closed to the Public for 75 Year Period - Section 552.115 Government Code)**

(CCB).....	\$20.00
(BRF)Birth-Register Administrative Costs.....	\$ .20
(WFPF)Work and Families Policies Fund .....	\$ 1.80
(VSP) Vital Statistics Preservation.....	\$ <u>1.00</u>
<b>Total.....</b>	<b>\$23.00</b>

**Death Certificate: (Sec 118.015 Local Government Code)**

**(Closed to the Public for 25 Year Period - Section 552.115 Government Code)**

(CCD).....	\$20.00
(VSP) Vital Statistics Preservation.....	\$ <u>1.00</u>
<b>Total.....</b>	<b>\$21.00</b>
<b>(Each add certificate when purchased at same time of first request).....</b>	<b>\$ 4.00</b>

**Will for Safekeeping: (118.062 Local Government Code)**

(REGW).....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	\$ <u>5.00</u>
<b>Total.....</b>	<b>\$11.00</b>

**Marriage License & Duplicate Marriage License: (HB No. 2685)**

<b>STDM – No Certificate</b>		<b>STDW – With Certificate</b>
State Fee (MLST).....	\$30.00	(CHS).....\$1.00
Clerks Fee (MLCC).....	\$30.00	(PFCC).....\$5.00
(CHS).....	\$ 1.00	(VSP)..... <u>\$1.00</u>
(PFCC).....	\$ 5.00	<b>Total.....</b> \$7.00
(VSP).....	\$ <u>1.00</u>	
<b>Total.....</b>	<b>\$67.00</b>	

**Declaration of Marriage License: (118.019 Loc Gov't Code)**

**STDD**

State Fee (MLST).....	\$12.50
Clerks Fee (MLCC).....	\$12.50
(CHS).....	\$ 1.00
(PFCC).....	\$ 5.00
(VSP).....	\$ <u>1.00</u>
<b>Total.....</b>	<b>\$32.00</b>

**Beer License: Including Late Hours, Mixed Beverage, Certificate of Wet Area and Change of Class (Sec 61.31 Alcoholic Bev Code)**

File Application (BCO) (3 at \$5.00 each).....	\$15.00
(CHS).....	\$ 1.00
(PFCC).....	\$ 5.00
<b>Total.....</b>	<b>\$21.00</b>
Post Notice (PO).....	\$ <u>4.00</u>
<b>Total.....</b>	<b>\$ 4.00</b>

**Bond Approval: (118.016-Local Government Code)**

**(Other than notarial bonds & bonds required to be approved in a county civil or criminal court or probate court) (With Exception of Indemnity Bond)**

(Misc).....	\$ 3.00
(CHS).....	\$ 1.00
(PFCC).....	\$ <u>5.00</u>
<b>Total.....</b>	<b>\$ 9.00</b>

**FINANCING STATEMENT FEES**

**Effective July 1, 2001, County Clerks will no longer take UCC filing, except in the real estate records. (Tx Business & Commerce Code § 9.501); After July 1, 2001, the only financing statements which may be filed with the County Clerk are those filed in the real estate records with respect to timber to be cut, minerals or fixtures. Financing Statements should not be filed in the UCC records on or after July 21, 2001.**

**Filed in Official Records:**

UCC 1 Form (REC – 1 <sup>st</sup> page).....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$11.00</b>
Recording Fee (REC – each additional page).....	\$ 4.00

**Continuations, Assignments, Partial Releases, Amendments, & Terminations**

UCC 3 Standard Form (RECORD).....	\$10.00
Recording Fee (REC).....	\$ 5.00
(CHS).....	\$ 1.00
(PFCC).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$31.00</b>
Each Additional Debtor.....	\$ 5.00

**REQUEST FOR INFORMATION**

**All Records Destroyed**

**NO SEARCH DONE OF OFFICIAL RECORDS**

**PROBATE FILING FEES**  
**(Art 118.055, Local Government Code)**

**PROBATE:** Including Probate of Will as Muniment of Title, Administration & Administration with Will Annexed, Guardianship, and Temporary Guardianship

County Clerk (CC).....	\$40.00
County Judge (CJ).....	\$ 6.00
Judge's Education Fee (JEF).....	\$ 3.00
Law Library Fee (LL).....	\$35.00
Indigent Legal Services (ILS).....	\$10.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
Sheriff (SH).....	\$30.00
Judiciary Filing Fee (CJFF).....	\$42.00
Guardian Atty Ad Litem (GAAL) (HB1295).....	\$20.00
Court Records Preservation Fee (CRPF).....	<u>\$10.00</u>
<b>Total</b> .....	<b>\$206.00</b>
<b>Or Add: <u>Personal Service for Each Person:</u> (SH).....</b>	<b>\$ 60.00</b>
<b>Total</b> .....	<b>\$266.00</b>

**Limited Guardianship (Mentally Retarded Persons):**

County Clerk (CC).....	\$40.00
County Judge (CJ).....	\$ 3.00
Judge's Education Fee (JEF).....	\$ 5.00
Law Library (LL).....	\$35.00
Indigent Legal Services (ILS).....	\$10.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
Judiciary Filing Fee (CJFF).....	\$42.00
Guardian Atty Ad Litem (GAAL) (HB1295).....	\$20.00
Court Records Preservation Fee (CRPF).....	<u>\$10.00</u>
<b>Total</b> .....	<b>\$175.00</b>

**Small Estate:**

County Clerk (CC).....	\$40.00
County Judge (CJ).....	\$ 6.00
Judge's Education Fee (JEF).....	\$ 3.00
Law Library (LL).....	\$35.00
Indigent Legal Services (ILS).....	\$10.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
Judiciary Filing Fee (CJFF).....	\$42.00
Guardian Ad Litem Fee (GAAL) (HB1295).....	\$20.00
Court Records Preservation Fee (CRPF).....	<u>\$10.00</u>
<b>Total</b> .....	<b>\$176.00</b>

**Each Cross Action or Interpleading:**

County Clerk (CC).....	\$40.00
County Judge (CJ).....	\$ 6.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
Judiciary Filing Fee (CJFF).....	<u>\$42.00</u>
<b>Total</b> .....	<b>\$98.00</b>

**LETTERS ARE ONLY GOOD FOR 60 DAYS**

**(Section 118.061 Local Government Code)**

<b><u>Letters of Testamentary:</u></b> (each) (LET).....	\$ 2.00
<b><u>Letters of Administration:</u></b> (each) (LET).....	\$ 2.00
<b><u>Letters of Guardianship:</u></b> (each) (LET).....	\$ 2.00

<b>Personal Service:</b> (each) (SC).....	\$60.00
<b>Posting Notice:</b> (each) (PC).....	\$30.00

(No CSF or PFCO is charged for these - it is only charged in original filing fee)

**SERVICES IN PENDING PROBATE ACTION FEES**

**(Section 118.056 (B) Local Government Code**

<b><u>Filing Inventory &amp; Appraisement:</u></b> ..(CC).....	\$25.00
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**Effective January 1, 2006. HB 1404 amends Local Government Code, §118.052, and Government Code, §§101.081, 101.101, and 101.121 pertaining to fees collected by a county for filings in pending probate actions.**

<b><u>Filing Fee</u></b> (CC).....	\$25.00
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The filing requires a fee of \$25 if the document being filed is more than 25 pages in length and is not listed under §118.052(2)(B), or is not listed under Local Government Code, §191.007 and is filed after the filing of an order approving the inventory and appraisal

<b><u>Orders of County Judge</u></b> (CJ).....	\$ 2.00
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<b><u>Approving and recording bond</u></b> (CC).....	\$ 3.00
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<b><u>Administering oath</u></b> (CC).....	\$ 2.00
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<b><u>File Annual or Final Account of Estate:</u></b> (CC).....	\$25.00
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<b><u>File Application for Sale of Real or Personal Property:</u></b> (CC).....	\$25.00
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<b><u>File Annual or Final Report of Guardian:</u></b> ..(CC).....	\$10.00
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<b><u>Adverse Probate Action</u></b> (CC) (Sec. 118.057).....	\$40.00
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<b><u>Claim Against Estate</u></b> (CC) (Sec 118.058).....	\$ 2.00
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**CIVIL COURT COSTS**  
**(118.052 LOCAL GOVERNMENT CODE) (Range is \$200.00 TO \$10,000.00) (SB 618)**

**Civil Proceedings:**

County Clerk: (CC).....	\$ 40.00
County Judge: (CJ).....	\$ 5.00
County Judge: (CJSC).....	\$ 40.00
Law Library: (LL).....	\$ 35.00
Appellate Judicial System Fee: (AJSF).....	\$ 5.00
Civil Judiciary Filing Fee (CJFF).....	\$ 42.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
Indigent Legal Services (ILS).....	\$ 10.00
Court Records Preservation Fee (CRPF).....	\$ 10.00
Sheriff Fees/Service of Citation (SH).....	<u>\$ 60.00</u>
<b>Total.....</b>	<b>\$257.00</b>

**Each Cross-Action or Interpleading:**

County Clerk: (CC).....	\$ 35.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
(ILS).....	\$ 10.00
Court Records Preservation Fee (CRPF).....	\$ 10.00
(AJSF).....	<u>\$ 5.00</u>
<b>Total.....</b>	<b>\$ 70.00</b>
Or Add Sheriff Fees/Service of Citation (SH).....	\$ 60.00
<b>Total.....</b>	<b>\$ 130.00</b>

**Garnishment After Judgment:**

County Clerk: (CC).....	\$ 15.00
County Judge: (CJ).....	\$ 5.00
County Judge: (CJSC).....	\$ 40.00
Law Library: (LL).....	\$ 35.00
Appellate Judicial System Fee: (AJSF).....	\$ 5.00
Civil Judiciary Filing Fee: (CJFF).....	\$ 42.00
(CHS).....	\$ 5.00
(PFCO).....	\$ 5.00
(ILS).....	\$ 10.00
Court Records Preservation Fee (CRPF).....	\$ 10.00
Sheriff (SH).....	<u>\$ 30.00</u>
<b>Total.....</b>	<b>\$202.00</b>
Or Add Sheriff Fees/Service Special Writ/Each Person (SSW).....	\$100.00
<b>Total.....</b>	<b>\$302.00</b>

**Fees for Other Enforcement Proceedings as Provided by Law for Judgments:**

For each person, corporation or legal entity, on whom service of citation, summons or process not otherwise provided for, is performed or attempted and return made, including mileage, if any

(SH).....	\$ 60.00
<b>(SH) Subpoenas.....</b>	<b>\$ 60.00</b>

For executing or attempting to execute each Writ of Attachment, Writ of Garnishment, Writ of Sequestration, Writ of Possession, or writ not otherwise provided for, and making return thereon, including mileage, if any:

<b>(Service Special Writ/Each Person (All writs) (SSW).....</b>	<b>\$100.00</b>
<b>Service for Sheriff/Order of Sale: (SSW).....</b>	<b>\$ 60.00</b>

**Issuing any instrument authorized, permitted or required to be issued by the County Clerk:**

i.e.: Citation, Abstract of Judgment, Order of Sale, Subpoena, Summons:

<b>(CC).....</b>	<b>\$ 5.00</b>
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**If Citations or Abstract of Judgments are prepared by Attorney, there is no charge**

**If Jury is requested:** Sec 51.604 Government Code: (Jury)..... \$ 22.00  
**Interpreter Fee:** (INTER)..... \$ 3.00

**Occupational License (Ex Parte) & License Appeal - (DPS)**

File Petition: (CC)..... \$ 40.00  
County Judge's Fee: (CJ)..... \$ 5.00  
(CJSC)..... \$ 40.00  
Law Library: (LL)..... \$ 35.00  
Appellate Judicial System Fee: (AJSF)..... \$ 5.00  
Civil Judiciary Filing Fee: (CJFF)..... \$ 42.00  
(CHS)..... \$ 5.00  
(PFCO)..... \$ 5.00  
Indigent Legal Services (ILS)..... \$ 10.00  
Court Records Preservation Fee (CRPF)..... \$ 10.00  
Certified Copy of Order (mailed by Atty): (CCO)..... \$ 5.00  
**Total..... \$202.00**

**Appeal from J P Court**

File Petition: (CC)..... \$ 40.00  
County Judge's Fee: (CJ)..... \$ 5.00  
(CJSC)..... \$ 40.00  
Law Library: (LL)..... \$ 35.00  
Appellate Judicial System Fee: (AJSF)..... \$ 5.00  
Civil Judiciary Filing Fee: (CJFF)..... \$ 42.00  
(CHS)..... \$ 5.00  
(PFCO)..... \$ 5.00  
Indigent Legal Services (ILS)..... \$ 10.00  
Court Records Preservation Fee (CRPF)..... \$ 10.00  
**Total..... \$197.00**

**Civil Proceedings (Non-Disclosure) Sect. 411.081, Gov. Code Sub Sec(d)**

County Clerk: (CC)..... \$ 40.00  
County Judge: (CJ)..... \$ 5.00  
County Judge: (CJSC)..... \$ 40.00  
Law Library: (LL)..... \$ 35.00  
Appellate Judicial System Fee: (AJSF)..... \$ 5.00  
Civil Judiciary Filing Fee: (CJFF)..... \$ 42.00  
(CHS)..... \$ 5.00  
(PFCO)..... \$ 5.00  
Indigent Legal Services (ILS)..... \$ 10.00  
Court Records Preservation Fee (CRPF)..... \$ 10.00  
Non-Disclosure Fee (NF)..... \$ 28.00  
**Total..... \$225.00**

**COST OF CD FOR REAL PROPERTY RECORDS**

**FEES:**

<b>Yearly (4 months to 1 year)</b>		<b>Monthly CD's (1 to 3 months)</b>	
\$45.00	Personal Time	\$ 15.00	Personal Time
	time @ \$15.00 per hr		time @ \$15.00 per hr
\$ 6.60	Computer Time	\$ 2.20	Computer Time
	time @ \$ 2.20 per hr		time @ \$ 2.20 per hr
\$ 9.00	Overhead	\$ 3.00	Overhead
	personal time x .20		personal time x .20
\$ 1.00	Cost of CD	\$ 1.00	Cost of CD
\$14.15	Variance	\$ 4.05	Variance
	total x .25		total x .25
<b>\$75.75</b>	<b>Total Due for first CD</b>	<b>\$25.25</b>	<b>Total Due for monthly CD's</b>

**Weekly CD's**

\$ 7.50	Personal Time
	time @ \$15.00 per hr
\$ 1.10	Computer Time
	time @ \$ 2.20 per hr
\$ 1.50	Overhead
	personal time x .20
\$ 1.00	Cost of CD
\$ 2.77	Variance
	total x .25
<b>\$13.87</b>	<b>Total Due for Weekly CD's</b>

**We do not accept Escrow Accounts**

**Company is required to send monthly request with money attached, no exceptions.**

**Records are scanned from approximately 1995 through present, all others are in paper format or on film. Copy fees are \$1.00 per page. We do not have separate microfilm for Real Property Records. We are not able to release copies of film as they are mixed in with other records, which is prohibited by law from being distributed.**

**Indexes are computerized from 1987 to present and are in paper format only from 1986 back.**

**Payment is required before we run the CD and your company will be responsible for the cost of shipping.**

**Documents are set up in XML files.**