

# Navarro County Clerk

**Sherry Dowd, County Clerk**  
**PO Box 423, 300 W 3<sup>rd</sup> Ave.**  
**Corsicana, Texas 75151**

**Phone (903) 654-3035**

**NOTICE OF FEES EFFECTIVE 01/01/2024:**

PROBATE FEES		
Consolidated Base Fee		
Clerk of the Court	LGC § 135.102(b)(3), 135.153	\$ 40.00
Records Management & Preservation Fund	LGC § 135.154, 135.102(b)(4)	\$ 15.00
County Jury Fee	LGC § 135.156, 135.102(b)(9)	\$ 10.00
Courthouse Security Fee	LGC § 135.102(7)	\$ 20.00
Law Library	LGC § 323.023(a)	\$ 35.00
Judicial Education & Support Fund	LGC § 135.159, 135.102(b)(12)	\$ 5.00
County Dispute Resolution Fee	LGC § 135.157, 135.102(b)(10)	\$ 15.00
Appellate Judicial Fee	GC § 22.229, LGC § 135.102(b)(12)	\$ 5.00
Court Initiated Guardianship Fee	LGC § 135.158, 135.160, 135.102(b)(11), 135.102(b)(13)	\$ 30.00
Court Facility Fee	LGC § 135.152, 135.102(b)(6)	\$ 20.00
Language Access Fee	LGC § 135.155, 135.102(b)(8)	\$ 3.00
Court Reporter Fee	LGC § 135.102(b)(5)	\$ 25.00
State Consolidated Fees	LGC § 133.151(a)(1)	\$ 137.00
<b>TOTAL</b>		<b>\$ 360.00</b>
Probate		
Probate Consolidated Base Fee		\$ 360.00
Issuance of Citation	LGC § 118.059(c)	\$ 8.00
Service by Posting	LGC § 118.059(c)	\$ 50.00
<b>TOTAL</b>		<b>\$ 418.00</b>
Guardianship		
Probate Consolidated Base Fee		\$ 360.00
Issuance of Citation x2	LGC § 118.059(c)	\$ 16.00
Service of Citation by Personal Service	LGC § 181.131, LGC 118.052(3)(F)	\$ 100.00
Service of Citation by Posting	LGC § 118.059(c)	\$ 50.00
<b>TOTAL</b>		<b>\$ 526.00</b>
Guardianship (Minor < 12)		
Probate consolidated Base Fee		\$ 360.00
Issuance of Citation	LGC § 118.059(c)	\$ 8.00
Service of Citation by Posting	LGC § 118.059(c)	\$ 50.00
<b>TOTAL</b>		<b>\$ 418.00</b>
Heirship Determination if no Existing Probate. (New Case)		
Probate Consolidated Base Fees		\$ 360.00
Issuance of Citation x2	LGC § 118.059(c)	\$ 16.00
Service by Posting	LGC § 181.131	\$ 50.00
Service by Publication	LGC § 118.131	\$ 100.00
<b>TOTAL</b>		<b>\$ 526.00</b>
Heirship Determination Filed Within Existing Probate Case		
Issuance of Citations	LGC § 118.059(c)	\$ 8.00
Service by Publication	LGC § 181.131	\$ 100.00
<b>TOTAL</b>		<b>\$ 108.00</b>
Temporary Guardianship		
Probate Consolidated Base Fees		\$ 360.00
Issuance of Citation x2	LGC § 118.059(c)	\$ 16.00
Service by Personal Service	LGC § 118.131	\$ 100.00

**NEW FEE STRUCTURE DOES NOT INCLUDE COPIES FOR ANY TYPE OF CASE**

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Service by Posting	LGC § 181.131	\$ 50.00
<b>TOTAL</b>		<b>\$ 526.00</b>
<b>Letters of Testamentary, Administration or Guardianship (each)</b> LGC 118.052(3)(D), LGC 118.062 (This <i>does not include</i> the cost of Order, if necessary to attach)		\$ 2.00
<b>Wills for Safekeeping</b>		
Wills for Safekeeping	LGC § 118.052(3)(E), LGC 118.062	\$ 5.00
<b>Small Estate Affidavit, Open Safety Deposit Box, Foreign Will, Application to Sell Minor's Interest Without Notice (No Posting Citation Required)</b>		
Probate Consolidated Base Fee		\$ 360.00
Judge Signature = Proposed Order	LGC § 118.101(1)	\$ 2.00
<b>TOTAL</b>		<b>\$ 362.00</b>
<b>Muniment of Title</b>		
Probate Consolidated Base Fee		\$ 360.00
Issuance by Citation		\$ 8.00
Service by Posting		\$ 50.00
<b>TOTAL</b>		<b>\$ 418.00</b>
<b>If Separate Application to Probate Will is Filed Into Open Safety Deposit Box Case.</b>		
Issuance of Citation		\$ 8.00
Service of Citation by Posting		\$ 50.00
<b>TOTAL</b>		<b>\$ 58.00</b>
<b>Adverse Action Within Existing Case (Cross Action, Intrusion, Pleas of Privilege or Motion for New Trial)</b>		
<b>Subsequent Filing Base Fee</b>		
Clerk of the Court	LGC § 135.102(b)(3), 135.153	\$ 40.00
Records Management & Preservation Fund	LGC § 135.154, 135.102(b)(4)	\$ 5.00
Court Initiated Guardianship Fee	LGC § 135.158, 135.160, 135.102(b)(11), 135.102(b)(13)	\$ 30.00
State Consolidated Fees	LGC § 133.151(a)(2)	\$ 45.00
<b>TOTAL</b>		<b>\$ 120.00</b>
Additional Fee If Citation Is Required to Be Issued and Posted. (\$8.00 + \$50.00)		\$ 58.00
Additional Fee If Citation Is Required to Be Issued and Served. (\$8.00 + \$100.00)		\$ 108.00
Judge's Signature For Any Order (Proposed Order)	LGC § 118.101(11)	\$ 2.00
<b>Inventory, Appraisement and list of Claims (after 90<sup>th</sup> day after Qualification Date)</b>		
Filing Fee	LGC § 118.052(2)(A)(i), LGC 118.056(d)	\$ 25.00
Judge Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
<b>TOTAL</b>		<b>\$ 27.00</b>
<b>Final Account</b>		
Filing Fee	LGC § 118.052(2)(A)(iv)	\$ 25.00
Judge Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
Issuance of Citation	LGC § 118.059(c)	\$ 8.00
Service of Citation by Posting	LGC § 181.131	\$ 50.00
<b>TOTAL</b>		<b>\$ 85.00</b>
<b>Annual Account</b>		
Filing Fee	LGC § 118.052(2)(A)(iv)	\$ 25.00

NEW FEE STRUCTURE DOES NOT INCLUDE COPIES FOR ANY TYPE OF CASE

Judge Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
	<b>TOTAL</b>	<b>\$ 27.00</b>
<b>Annual/Final Report of Guardianship of a Person</b>		
Filing Fee	LGC § 118.052(2)(A)(vi)	\$ 10.00
Judge Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
	<b>TOTAL</b>	<b>\$ 12.00</b>
<b>Application for Sale of Personal Property</b>		
Filing Fee	LGC § 118.052(2)(A)(v)	\$ 25.00
Judge's Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
	<b>TOTAL</b>	<b>\$ 27.00</b>
<b>Application for Sale of Real Property</b>		
Filing Fee	LGC § 118.052(2)(A)(v)	\$ 25.00
Judge Signature = Proposed Order	LGC § 118.101(11)	\$ 2.00
Issuance of Citation	LGC § 118.059(c)	\$ 8.00
Service by Posting	LGC § 181.131	\$ 50.00
	<b>TOTAL</b>	<b>\$ 85.00</b>
<b>Miscellaneous Filings (after Order Approving Inventory and Appraisal or after 120<sup>th</sup> day after initial filing of the action, whichever occurs first, IF MORE THAN 25 PAGES)</b>		
Filing Fee	Local Government Code § 18.052(2)(B)(vii)	\$ 25.00
<b>Claim (Paid by the Claimant at Time of Filing)</b>		
Filing Fee	Local Government Code § 118.052(2)(B), LGC 118.058	\$ 10.00
<b>Additional Fees</b>		
Judge's Signature Any Order = Proposed Order	LGC § 118.101(11)	\$ 2.00
Copies (Plain copy per page or part of page)	LGC § 118.052(3)(C), LGC 118.0605	\$ 1.00
Clerk's Certification Per Document	LGC § 118.052(3)(B), LGC 118.060	\$ 5.00
Authentication (Clerk's and Judge's Signatures)	LGC § 118.052(3)(B), LGC 118.060, LGC 118.101	\$ 5.00
Jury Fee	LGC 135.102(b)(9), 135.156	\$ 10.00
<b>Mental Health Case</b>		
Base Fee (Same as Probate Consolidated Base Fee)		\$ 360.00
Judge Signature = Proposed Order	LGC § 118.101(1)	\$ 2.00
Defendant's Attorney (add \$50 for each addl hearing)	HSC § 571.017(a)	\$ 200.00
	<b>TOTAL</b>	<b>\$ 562.00</b>
<b>CIVIL CONSOLIDATED BASE FEES -</b>		
Clerk of the Court	LGC § 118.101(b)(3), 135.153	\$ 50.00
County Law Library	LGC § 118.101(b)(6)	\$ 35.00
Records Management & Preservation Fund	LGC § 118.101(b)(4), 135.154	\$ 30.00
Court Reporter Fee	LGC § 118.101(b)(5)	\$ 25.00
Courthouse Security Fee	LGC § 118.101(b)(7)	\$ 20.00
Court Facility Fee	LGC § 118.101(b)(2), 135.152	\$ 20.00
Jury Fund	LGC § 118.101(b)(9), 135.156	\$ 10.00
Appellate Judicial Fee	LGC § 118.101(b)(1)	\$ 5.00
County Dispute Resolution Fee	LGC § 118.101(b)(10), 135.157	\$ 15.00

Language Access Fund	LGC § 118.101(b)(8), 135.155	\$ 3.00
State Consolidated Fees	LGC § 118.101(a)(1),	\$ 137.00
	<b>TOTAL</b>	<b>\$ 350.00</b>
<b>There is an <i>Additional</i> charge for issuances of Citations and Services</b>		
Issuance of Citation	LGC § 118.059(c)	\$ 8.00
Personal service on <i>each</i> citation in Navarro County		<b>\$ 100.00</b>
<b>Additional Fees</b>		
Judge's Signature Any Order = <b>Proposed Order</b>	LGC § 118.101(11)	\$ 2.00
Copies (Plain copy per page or part of page)	LGC § 118.052(3)(C), LGC 118.0605	\$ 1.00
Clerk's Certification Per Document	LGC § 118.052(3)(B), LGC 118.060	\$ 5.00
Authentication (Clerk's and Judge's Signatures)	LGC § 118.052(3)(B), LGC 118.060, LGC 118.101	\$ 5.00
Jury Fee	LGC 135.102(b)(9), 135.156	\$ 10.00
<b>Appeals from Lower Courts (ex. EVICTIONS)</b>		
Civil Consolidated Base Fee		<b>\$ 350.00</b>
<b>Cross Actions, Interventions, Pleas of Privilege or Motion for New Trial</b>		
Clerk of the Court	LGC § 135.101(c)(1)	\$ 15.00
Records Management & Preservation Fund	LGC § 135.101(c)(2)	\$ 20.00
State Consolidated Fees	LGC § 133.151(a)(2)	\$ 45.00
	<b>TOTAL</b>	<b>\$ 80.00</b>
<b>Occupational License/Hardship License</b>		
Civil Consolidated Base Fee		<b>\$ 350.00</b>
<b>This fee no longer includes Certified Copies of the Order. All Copies Will Be Made By The County Clerk's Office and charged \$1.00 per page and \$5.00 for each certificate.</b>		
<b>Non-disclosure Petition</b>		
Civil Consolidated Base Fee		<b>\$ 350.00</b>
<b>Non-disclosure Granted by Judge as a Result of a Criminal Disposition</b>		
Non-disclosure Fee	GC § 411.072	<b>\$ 28.00</b>
<b>Writs, Citation, Subpoenas, Garnishment</b>		
Issue Each Writ	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Record Abstract for Judgment in Navarro County -Real Property Fees Apply		\$ 26.00 + 4.00
Execution	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Order of Sale	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Show Cause	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Alias Citation	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Subpoena	LGC § 118.052(1)(B)(ii), 118.059(c)	\$ 8.00
Sheriff Service for Writ's		<b>\$ 200.00</b>

<b>OPEN PUBLIC RECORD RECORDING FEES</b>		
<b>Real Property Recording</b>		
Recording Fee (first page)	LGC § 118.011	\$5.00
Records Management	LGC § 118.011(b)(2)	\$10.00
Records Archive	LGC § 118.011(f)	\$10.00
	<b>TOTAL (first page only)</b>	<b>\$25.00</b>
Each additional page or part of which there are visible marks of any kind	LGC § 118.011(a)(1)	\$4.00
Each ADDITIONAL name to be indexed in excess of five (5)	LGC § 118.011(a)(2)	\$0.25
<b>Federal Tax Lien/Release of Lien</b>		
Recording Fee	TX Property Code § 14.005	\$10.00
Record Management	LGC § 118.011(b)(2)	\$10.00
Record Archive	LGC § 118.011(f)	\$10.00
	<b>TOTAL</b>	<b>\$30.00</b>
<b>State Tax Lien/Release of Lien</b>		
Recording Fee	LGC § 118.025(c)	\$5.00
Record Management	LGC § 118.011(b)(2)	\$10.00
	<b>TOTAL</b>	<b>\$15.00</b>
<b>PLATS/MAPS (Filing)</b>		
Recording Fee	LGC § 118.011(c)	\$80.00
Record Management	LGC § 118.011(b)(2)	\$10.00
Record Archive	LGC § 118.011(f)	\$10.00
	<b>TOTAL</b>	<b>\$100.00</b>
Oversized (over 18"x 24") OR each additional page		<b>\$25.00</b>
<b>COPIES</b>		
PLAT COPIES (large)	LGC § 118.011(c)	\$10.00
Copies (per page)	LGC § 118.011(a)(4) & LGC § 118.0145	\$1.00
Certified Copies (Additional)	LGC § 118.011(a)(3) & LGC § 118.0145	\$5.00
	UCC-1 AND UCC-3 are accepted for filing in the Real Property Records if the collateral is timber, mineral, oil, gas, or fixtures. REGULAR FILING FEES APPLY	
<b>Assumed Name Certificates and Abandonment</b>		
Recording Fee (includes indexing of 1 name & Business Name & 1 plain copy)	TX Business & Commerce Code § 71.155	\$3.00
Records Management	LGC § 118.011(b)(2)	10.00
Record Archive	LGC § 118.011(f)	10.00
	<b>TOTAL</b>	<b>\$23.00</b>
Each Additional Name Indexed	TX Business & Commerce Code § 71.115(a)(2)	\$0.50
<b>Military Discharge (DD214)</b>		
Filing	LGC § 192.002(b)	NO FEE
Certified Copy	GC § 603.003(a)	NO FEE
NOTICE OF FORECLOSURE: INCLUDING TRUSTEE/FORECLOSURE SALES	*Trustee and Foreclosure Sales are conducted the first Tuesday of every month and will be located at the front steps of the courthouse*	\$3.00
POSTING PUBLIC NOTICES		NO FEE
<b>Birth Certificates</b>		
Search/Certificate/County Clerk Fee	LGC § 118.015(a), TAC § 181.22, HSC § 191.0045	\$20.20
Vital Statistics Fee	HSC § 191.0045	\$1.80
Vital Statistics Preservation Fee	HSC § 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$23.00</b>

Remote Birth Certificates	<a href="https://clerkfilings.tylerportico.com/vitals/citizen/vitals/vitals-submission/-1/15/undefined">https://clerkfilings.tylerportico.com/vitals/citizen/vitals/vitals-submission/-1/15/undefined</a> *Additional Processing fees may apply	
<b>Death Certificates</b>	<b><i>Navarro County only</i></b>	
Search/Certificate/County Clerk Fee	LGC § 118.015(a), TAC § 181.22, HSC § 191.0045	\$20.00
Vital Statistics Fee	HSC § 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$21.00</b>
<b>Each Additional Copy</b>	Each additional copy (If ordered at the same time)	
County Clerk Fee	HSC § 191.0045	\$3.00
Remote Death Certificates <b><i>Navarro County only</i></b>	<a href="https://clerkfilings.tylerportico.com/vitals/citizen/vitals/vitals-submission/-1/15/undefined">https://clerkfilings.tylerportico.com/vitals/citizen/vitals/vitals-submission/-1/15/undefined</a> *Additional Processing fees may apply	
MARRIAGE LICENSE	(without certificate & 72 hours waiting period)	\$81.00
MARRIAGE LICENSE	(With certificate of 72 hours Waived)	\$21.00
INFORMAL MARRIAGE LICENSE		\$46.00
	Certified copy of Marriage License	\$20.00
LIQUOR LICENSE (certification fee)		\$5.00
LIQUOR LICENSE (protest only)		\$25.00
RETURN CHECK CHARGE		\$30.00
CATTLE BRAND APPLICATION \$25.00 Each Additional Brand Location (if done at the same time) \$10.00		