



**REAL PROPERTY & VITAL RECORDS FEE SCHEDULE
EFFECTIVE JANUARY 1, 2017**

FILING/RECORDING IN OFFICIAL PUBLIC RECORDS

First page	26.00
Each additional page.....	4.00
Each additional name after 5.....	.25
Abstract of Judgment	26.00
Assumed Name Certificate.....	24.00
Each additional name indexed.....	.50
Federal Tax Lien & Release.....	31.00
State Tax Lien & Release.....	16.00
Marks & Brands	26.00
Each additional location	5.00
Plats	121.00
Plats with extra page.....	100.00
Copies of Plats on 11 x 17.....	2.00
UCC filings – first page	26.00
Each additional page.....	4.00
Military Discharge (DD214).....	NC
Beer License Certification.....	5.00

Every document must have (1) a heading at the top of the first page to identify the type or kind of legal paper it is; (2) names typed or printed under the signatures; (3) every signature must be notarized; (4) an address for every Grantee in a document; and (5) a “Return to” address on each document. Any document submitted for recording that does not meet these requirements can be sent back or recorded at *twice the filing or recording fee*. LGC §191.007(h). Only exceptions are plats, Marks & Brands, and UCCs.

VITAL & MISCELLANEOUS DOCUMENTS

Birth Certificates	23.00
Death Certificates.....	21.00
Each additional Death Certificate.....	4.00
Marriage License.....	82.00
Informal Marriage, Declaration of	47.00
Marriage License with Texas Premarital Education Certificate.....	22.00
Certified copy of Marriage License.....	8.00
Copies per page	1.00
Certified copies	5.00
Notice of Trustee’s Sale	4.00
Authenticated Copies	10.00 plus \$1.00 per page



COURT FEE SCHEDULE
EFFECTIVE JANUARY 1, 2016

Probate (Independent or Dependent Administration; Muniment of Title)

County Clerk Filing Fee (Local Gov. Code §118.052(2)(A)(i))	\$40
County Clerk Records Management Fee (Local Gov. Code §118.011(b)(2)).....	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Probate Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct. 9/1/03)	\$35
Probate Judicial Education Fee (Local Gov. Code §118.064)	\$ 5
Civil Judicial Fee (Gov. Code §51.704(a)).....	\$40
Judge's Signature (Local Gov. Code §118.101(1) \$2 per order)	\$ 2
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Supplemental Guardianship Fee (Gov. Code §118.052 & 118.067)	\$20
Sheriff's Office for Posting (Local Gov. Code §118.131)	\$75
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708(a)).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$321

Probate (Small Estates or Foreign Will)

County Clerk Filing Fee (Local Gov. Code §118.052(2)(A)(i))	\$40
County Clerk Records Management Fee (Local Gov. Code §118.052(3)(G))	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Probate Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct. 9/1/03)	\$35
Probate Judicial Education Fee (Local Gov. Code §118.064)	\$ 5
Civil Judicial Fee (Gov. Code §51.704(a)).....	\$40
Supplemental Guardianship Fee (Local Gov. Code §118.052(2)(E)).....	\$20
Judge's Signature (Local Gov. Code §118.101(1) – \$2 per order).....	\$ 2
Judicial Salary Fund (Local Gov. Code §131.154(a))	\$42
Court Records Preservation Fee (Gov. Code §51.708(a)).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$246



Probate (Adverse or Secondary Application including Application to Determine Heirship or Commission to Take Interrogatories)

County Clerk Filing Fee (Local Gov. Code §118.052(2)(C))	\$40
Records Management Fee (Local Gov. Code §118.052(3)(G)).....	\$ 5
Court Records Preservation Fee (Gov. Code §51.708(a)).....	\$10
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Supplemental Guardianship Fee (Local Gov. Code §118.052(2)(E)).....	\$20
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$122

(If posting required, add Sheriff's fee of \$75.00; Judges signature \$2.00; issue citation \$4.00)

Guardianships

County Clerk Filing Fee (Local Gov. Code §118.052(2)(A)(i))	\$40
County Clerk Records Management Fee (Local Gov. Code §118.052(3)(G)).....	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Probate Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct. 9/1/03)	\$35
Probate Judicial Education Fee (Local Gov. Code §118.064)	\$ 5
Civil Judicial Fee (Gov. Code §51.704(a)).....	\$40
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Supplemental Guardianship Fee (Gov. Code §118.052 & 118.067)	\$20
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708(a)).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Judge's Signature (Local Gov. Code §118.101(1) – \$2 per order).....	\$ 2
Sheriff's Office for Posting (Local Gov. Code §118.131)	\$75
Total	\$321

(Additional posting citation \$4.00. Additional personal citations served in Matagorda County by personal service will be \$75.00 each)

Miscellaneous Probate Fees:

Annual/Final Account of Probate/Guardianship of an Estate

County Clerk Filing Fee (Local Gov. Code §118.052(2)(B)(vi)).....	\$25
Judge's Signature (Local Gov. Code §118.101(11) – \$2 per order).....	\$ 2
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$29

Annual/Final Report of Guardianship of a person

County Clerk Filing Fee (Local Gov. Code §118.052(2)(B)(vi)).....	\$10
Judge's Signature (Local Gov. Code §118.101(11) – \$2 per order).....	\$ 2
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$14



Inventory and Appraisalment in a Probate

County Clerk Filing Fee (Local Gov. Code §118.052(2)(B)(i) & 118.056(d)).....	\$25
[after 90 th day after per. rep. has qualified or after date of any extension]	
Judge's Signature (Local Gov. Code §118.101(11) – \$2 per order).....	\$ 2
E-Filing Fee (Gov. Code §72.031(4)(c)).....	\$ 2
Total	\$29

Application to Sell Real or Personal Property

County Clerk Filing Fee (Local Gov. Code §118.052(2)(B)(v)).....	\$25
Sheriff's Office for Posting (Local Gov. Code §118.131).....	\$75
Judge's Signature (Local Gov. Code §118.101(11) – \$2 per order).....	\$ 2
Statewide Electronic filing Fee (Gov. Code §51.851).....	\$30
E-filing Fee (Gov. Code §72.031(4)(c)).	\$ 2
Total	\$134

(Additional \$3.00 for approving and recording bond)

Successor Administrator in an Estate

County Clerk Filing Fee (Local Gov. Code §118.052(2)(B)(vii)).....	\$25
Sheriff's Office for Posting (Local Gov. Code §118.131).....	\$75
Judge's Signature (Local Gov. Code §118.101(11) – \$2 per order).....	\$ 2
Statewide Electronic filing Fee (Gov. Code §51.851).....	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2
Total	\$134

Miscellaneous Probate

Letters Testamentary/Administration/Guardianship (Local Gov. Code §118.052(3)(D))... \$ 2	\$ 2
Oath (Local Gov. Code §118.052(2)(B)(iii))	\$ 2
Bonds Approving & Recording (Local Gov. Code §118.052(2)(B)(ii))	\$ 3
Claims against the estate (plus Judge's fee) (Local Gov. Code §118.052(2)(D)).....	\$ 2
Judge's Signature (Local Gov. Code §118.101(11) for signing all orders)	\$ 2
Issuing Papers (Local Gov. Code §118.052(3)(A))	\$ 4
(Citation, Notice, Commission to Take Deposition, Execution, Order, Writ, Process or other instrument authorized or required to be issued by the Clerk (original & one copy & recording of return of same))	
Personal citation (by Sheriff's Off.) (Local Gov. Code §118.131).....	\$ 75
Open Safety Deposit Box.....	\$ 62
Wills for Safe Keeping.....	\$ 11



Civil Fees:

Civil Lawsuits

County Clerk Filing Fee (Local Gov. Code §118.052(1)(A)).....	\$40
County Clerk Records Management Fee (Local Gov. Code §118.011(b)(2)).....	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Civil Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct.).....	\$35
Civil Judicial Fee (Gov. Code §51.703(a)).....	\$40
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2
Total	\$221 plus \$4 per citation

Occupational License

County Clerk Filing Fee (Local Gov. Code §118.052(1)(A)).....	\$40
Records Management Fee (Local Gov. Code §118.011(b)(2)).....	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Civil Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct.).....	\$35
Civil Judicial Fee (Gov. Code §51.703(a)).....	\$40
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2
Total	\$221
Issuance of Extra citation	\$4
Certified Copy of Order (mailed by Atty)	\$5

Petition for Nondisclosure

County Clerk Filing Fee (Local Gov. Code §118.052(1)(A)).....	\$40
Records Management Fee (Local Gov. Code §118.011(b)(2)).....	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Civil Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct.).....	\$35
Civil Judicial Fee (Gov. Code §51.703(a)).....	\$40
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2
Non disclosure Fee.....	\$28
Total	\$249

JANET HICKL
COUNTY CLERK
jhickl@co.matagorda.tx.us



1700 7TH STREET, ROOM 202
BAY CITY, TX 77414
979-244-7680

Cross-Action; Counterclaim; Interpleader; Third Party Action; Ancillary Filing

County Clerk Filing Fee (Local Gov. Code §118.052(1)(B)).....	\$30
County Clerk Records Management Fee (Local Gov. Code §118.011(b)(2))	\$ 5
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2

Total\$92

Garnishment after Judgment

County Clerk Filing Fee (Local Gov. Code §118.052(1)(A)).....	\$40
Issue Writ of Garnishment.	\$15
Records Management Fee (Local Gov. Code §118.011(b)(2)).....	\$10
Courthouse Security Fee (Local Gov. Code §291.008)	\$ 5
Civil Law Library Fee (Local Gov. Code §323.023 set by Comm. Ct.).....	\$35
Civil Judicial Fee (Gov. Code §51.703(a)).....	\$40
Judicial Salary Fund (Local Gov. Code §133.154(a)).....	\$42
Indigent Legal Services (Local Gov. Code §133.153(a)(1)).....	\$10
Court Records Preservation Fee (Gov. Code §51.708).....	\$10
Statewide Electronic filing Fee (Gov. Code §51.851)	\$30
E-Filing Fee (Gov. Code §72.031(4)(c)).	\$ 2

Total\$239

Citation, Notice, Commission to Take Deposition, Show Cause, Subpoena, Precept to Serve, TRO, Writ, Process or other paper authorized or required to be Issued

Issued <u>before</u> Judgment (Local Gov. Code §118.052(3)(A)).....	\$ 4
Issued <u>after</u> Judgment (Local Gov. Code §118.052(1)(C)(ii))	\$ 5
Abstract of Judgment (Local Gov. Code §118.052(1)(C)(i))	\$ 5
Jury Fee (Gov. Code §51.604)	\$22
Sheriff's Service of Citation (Local Gov. Code §118.131-Set by Comm. Ct.)	\$75
Writ/Service.....	\$125



COST OF CD FOR REAL PROPERTY RECORDS

FEES:

Yearly (4 months to 1 year)

\$45.00	Personal Time time @ \$15.00 per hr
\$ 6.60	Computer Time time @ \$ 2.20 per hr
\$ 9.00	Overhead personal time x .20
\$ 1.00	Cost of CD
\$14.15	Variance total x .25
\$75.75	Total Due for first CD

Monthly CD's (1 to 3 months)

\$ 15.00	Personal Time time @ \$15.00 per hr
\$ 2.20	Computer Time time @ \$ 2.20 per hr
\$ 3.00	Overhead personal time x .20
\$ 1.00	Cost of CD
\$ 4.05	Variance total x .25
\$25.25	Total Due for monthly CD's

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
\$13.87	Total Due for Weekly CD's

We do not accept Escrow Accounts

**Company is required to send monthly request with money attached, no exceptions.
Payment is required before we run the CD and your company will be responsible for the cost of shipping.**

Records are scanned and indexed and available on computer in the County Clerk's office and are available online at www.texaslandrecords.com from 9/1/1966 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.

Documents are set up in XML files.