



**Stacey Brown**  
 Ochiltree County Clerk  
**FEES EFFECTIVE JANUARY 1, 2017**  
**OFFICIAL PUBLIC RECORDS**

**All recording filed with this office must have one (1) inch of space at the top of each page.  
 All recording filed by mail should be accompanied by a self addressed, stamped envelope.**

The following rules will apply to all instruments recorded in Ochiltree County, as perscribed by law:

- \* An instrument concerning real or personal property may be recorded if it has been acknowledged, sworn to with a proper jurat, or proved according to law. *(Property Code 12.001)*
- \* Clear heading at the top of each instrument. *(Local Gov. Code 191.007(c))*
- \* Documents should not be printed in type not smaller than 8 point type. *(Local Gov. Code 191.007(b)(3))*
- \* Instruments conveying real property must include the mailing address of each Grantee or the recording fee will be \$25 or twice the statutory recording fee for the instrument whichever is greater. *(Property Code 11.003)*

If any of the following requirements are not met, the instrument may still be filed for double the statutory recording fee for each page:

- \* Paper size no larger than 8 1/2" X 14". *(Local Gov. Code 191.007(b)(1))*
- \* Paper of sufficient weight that there will be no bleed through or smear. *(Local Gov. Code 191.007(b)(2))*
- \* Printing, typing and handwriting should be clearly legible. *(Local Gov. Code 191.007(d))*
- \* Names must be legible printed or typed immediately under each signature. *(Local Gov. Code 191.007(e))*
- \* All photostats, photocopies and other types of reproductions must have black printing, typing or handwriting on white background, commonly known as positive prints. *(Local Gov. Code 191.007(f))*

**1 - RECORDING FEES:**

Department	Amount	Statute
Official public records first page.....	\$5.00	LGC 118.011(a)(2)
Records Preservation.....	\$10.00	LGC 118.011(b)(2)
Courthouse Security Fee .....	\$1.00	LGC 291.008(d)
Archive Fee.....	\$10.00	LGC 118.011(f)
	\$26.00	
*Each additional page of the same instrument.....	\$4.00	LGC 118.011(a)(2)
*For each name in excess of five (5) names to be indexed.....	\$0.25	LGC 118.011(b)(2)

**2 - PLAT OR STREET DEDICATION:**

Department	Amount	Statute
Plat Fee.....	\$35.00	LGC 232.0021
Official public records first page.....	\$5.00	LGC 118.011(a)(2)
Records Preservation.....	\$10.00	LGC 118.011(b)(2)
Courthouse Security Fee .....	\$1.00	LGC 291.008(d)
Archive Fee.....	\$10.00	LGC 118.011(f)
	\$61.00	

**\*\*Must be accompanied by Signed Original Tax Certificate**

*Each additional page of the same instrument.....	\$4.00	LGC 118.011(a)(2)
*For each name in excess of five (5) names to be indexed.....	\$0.25	LGC 118.011(b)(2)

**FEDERAL TAX LIENS:**

Department	Amount	Statute
Official public records first page.....	\$5.00	Property Code 14.004
Records Preservation.....	\$10.00	LGC 118.011(b)(2)
Archive Fee.....	\$10.00	LGC 118.011(f)
	<u>\$25.00</u>	

**STATE TAX LIENS:**

Department	Amount	Statute
Official public records first page.....	\$5.00	LGC 118.011(a)(2)
Records Preservation.....	\$10.00	LGC 118.011(b)(2)
	<u>\$15.00</u>	

**3 - COPIES:**

Department	Amount	Statute
Copies of public records per page.....	\$1.00	LGC 118.011(a)(3)(4)
Certification fee for certified copies.....	\$5.00	LGC 118.011(a)(3)

**POSTING NOTICE:**

Department	Amount	Statute
Filing the Original and posting one copy.....	\$2.00	Prop 51.002

**7 - ASSUMED NAME or ABANDONMENT OF ASSUMED NAMES:**

Department	Amount	Statute
Application and one business name.....	\$5.00	Bus & Com 71.155
Records Preservation.....	\$10.00	LGC 118.011(b)(2)
Archive Fee.....	\$10.00	LGC 118.011(f)
	<u>\$25.00</u>	
*Each additional page of the same instrument.....	\$4.00	LGC 118.011(a)(2)
*For each name in excess of five (5) names to be indexed.....	\$0.25	LGC 118.011(b)(2)

**8 - CATTLE BRANDS: TX Ag Code 144**

Department	Amount	Statute
Official public records first page.....	\$5.00	LGC 118.011(a)(9)
Records Preservation.....	\$5.00	LGC 118.011(b)(2)
Archive Fee.....	\$5.00	LGC 118.011(f)
	<u>\$15.00</u>	
**Each additional location .....	\$5.00	LGC 118.011(a)(2)

**6 - OCHILTREE COUNTY CEMETERY LOTS**

Department	Amount	Statute
Cemetery Lot.....	\$200.00	Commissioner Court



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**13-16 - MARRIAGE LICENSE:**

Department	Amount	Statute
<b><u>13 - Formal Marriage License:</u></b>		
Marriage Fee State.....	\$20.00	LGC 118.011 & 118.018
Family Trust State.....	\$10.00	LGC 118.018(c)
Marriage Fee County.....	\$30.00	LGC 118.011 & 118.018
Records Management.....	\$10.00	LGC 118.011(b)(2)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
Archive Fee.....	\$10.00	LGC 118.011(f)
Plastic Cover.....	\$4.00	
	\$85.00	
<b><u>15 - With Two Together Course (Local fees only):</u></b>		
Records Management.....	\$10.00	LGC 118.011(b)(2)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
Archive Fee.....	\$10.00	LGC 118.011(f)
Plastic Cover.....	\$4.00	
	\$25.00	
<b><u>14 - Declaration of Informal Marriage:</u></b>		
Marriage Fee State.....	\$12.50	LGC 118.011(8)
Marriage Fee County.....	\$12.50	LGC 118.011(8)
Records Management.....	\$10.00	LGC 118.011(b)(2)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
Archive Fee.....	\$10.00	LGC 118.011(f)
	\$46.00	
<b>Stationed in or Deploying to a Hostile Fire Zone.....</b>	<b>All Fees Waived</b>	
<b><u>16 - Certified Copy of Marriage License:</u></b>		
Marriage Fee County.....	\$20.00	HSC 191.0045(h)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
	\$21.00	
Each Additional copy at the time of the first copy.....	\$5.00	LGC 118.011(a)(3)
Search fee for Marriage License (per name).....	\$10.00	TAC 181.22
<u>Certified mail available at the applicant's expense.</u>		

**12 - CERTIFIED COPY OF DEATH CERTIFICATE:**

Department	Amount	Statute
County Clerk.....	\$20.00	HSC 191.0045(d)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
	\$21.00	
Each additional copy at the time of the first copy.....	\$4.00	HSC 191.0045
Search fee for Death Certificates (per name).....	\$10.00	TAC 181.22
<u>Certified mail available at the applicant's expense.</u>		

**ABSTRACT OF DEATH :**

Department	Amount	Statute
Search Fee (CC).....	\$10.00	LGC 118.015(a), TAC 181.22(g)
Texas Online Fee (CC).....	\$10.00	TAC 181.22(s)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
	<u>\$21.00</u>	

**10 or 11 - CERTIFIED COPY OF BIRTH CERTIFICATE:**

Department	Amount	Statute
<b>10 - If using Local Registrar Records:</b>		
State Comptroller.....	\$1.80	HSC 191.022(f) & TAC 181.22
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
County Clerk - Dedicated Fee.....	\$0.20	HSC 191.022(f) & TAC 181.22
County Clerk.....	\$20.00	HSC 191.0045(d) & TAC 181.22
	<u>\$23.00</u>	
<b>11 - If using the State Remote System:</b>		
State (per contract agreement with TDSHS).....	\$1.83	HSC 191.022(f) & TAC 181.22
State Comptroller.....	\$1.80	HSC 191.0045(h)
Vital Statistics Preservation.....	\$1.00	HSC 191.022(f) & TAC 181.22
County Clerk - Dedicated Fee.....	\$0.20	HSC 191.0045(d) & TAC 181.22
County.....	\$18.17	
	<u>\$23.00</u>	
Search fee for Birth Certificates (per name).....	\$10.00	TAC 181.22

Certified mail available at the applicant's expense.

**ABSTRACT OF BIRTH :**

Department	Amount	Statute
Search Fee (CC).....	\$10.00	LGC 118.015(a), TAC 181.22(g)
Texas Online Fee (CC).....	\$10.00	TAC 181.22(s)
Vital Statistics Preservation.....	\$1.00	HSC 191.0045(h)
	<u>\$21.00</u>	

**OTHER FEES:**

Department	Amount	Statute
Search of files or records to locate a cause or by name (per name, per 10 year span).....	\$5.00	LGC 118.011(c)