

# FEE SCHEDULE EFFECTIVE JANUARY 1, 2011

Hunt County Clerk  
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L.G.C. SEC 118.012	<b>RECORDING FEES</b> ..... REAL PROPERTY RECORDS	
	FIRST PAGE...(\$5.00 Rec. + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF)(HB950).....	\$16.00
	Each additional page, or part of a page, on which there are visible marks of any kind a fee of.....	\$ 4.00
	Each Attachment of Rider.....	\$ 4.00
	Each Additional name TO BE INDEXED in excess Five (5) names.....	\$ .25
	Any Instrument to be recorded in Two Different Records..... Double Filing Fee	

\*However many pages received / we file (back of forms to end of documents)

## L.G.C. SEC. 191.07 SPECIFICATIONS FOR LEGAL PAPERS FOR FILING AND FOR RECORDING

Each legal paper offered or presented to a county clerk and county recorder for filing or recording other than fees authorized otherwise, should meet the requirements as follows ;  
**MUST HAVE LIVE SIGNATURE AND PROPER ACKNOWLEDGEMENT** ( Prop Code Sec. 12.013 )

- Instruments that do not require notarization:
- Veterans Land Board
  - Documents signed by Mayor & City Secretary
  - Notice of Lis Pendens
  - Documents from IRS- Certificate of Seized Property
  - State & Federal Tax Liens
  - A/J 's issued by the Court – if issued by Atty must be notarized

- (1) A page is defined as one side of a sheet of paper, no more than 8 ½ inches wide and 14 inches long, sufficient weight and substance that printing or typing or handwriting hereon will not smear or ‘bleed through’ and the paper shall be suitable otherwise for reproducing from it a readable record by photocopy, photostatic or micro graphic process or processes used in the offices of the county clerk.
  - (2) A clearly identifying heading similar to the heading on most commercially supplied printed forms, shall be placed at the top of the first page to identify the type or kind of legal paper.
  - (3) Printing, and typing and handwriting shall be clearly legible.
  - (4) Names shall be legibly typed or printed immediately under each signature.
  - (5) All Photostats, photocopies, and other types of reproductions shall have black printing, typing or handwriting on a white background, commonly known as positive prints.
  - (6) Riders and attachments shall not be larger than the size of the page as defined in this article. Not more than one rider or attachment shall be included in or attached to a page.
- THE FILING FEE or recording fee for each page or a legal paper which is offered or presented for filing or for recording to a county clerk or county recorder and which fails to meet the requirements for, or which is deficient in one or more of the items specified above, shall be equal to twice the regular filing or recording fee provided by statute for that page.
- (7) When a page of legal paper has more riders attachments than one, the filing fee or recording fee for each attachment in excess of one is twice their regular filing fee or recording fee provided by state.
  - (8) When a page of a legal paper has one or more riders or attachments larger than the size of a page as defined in statute the filing fee or recording fee for oversized attachment is twice the regular fee or recording fee provided by stature for the attachment.
  - (9) The printed matter in a type not smaller than eight point type.

Property code 11.003 A deed or other conveyance conveying an interest in real property, if executed after December 31, 1981, shall contain a mailing address of each grantee appearing on the document or in a separate instrument signed by a grantor or grantee and attached to the document. Failure to include the address does not invalidate the conveyance. Any deed which does not contain the mailing address of each grantee may be filed for record only **After the Payment of a Penalty Filing Fee. Penalty is Greater of (1) Twice the statutory filing fee or**

**(2) the Sum of \$25.00.....(this is in addition to the regular filing fee)**

\*FAXED DOCUMENTS ARE NOT RECORDABLE INSTRUMENTS\*

\*FAXED DOCUMENTS WITH LIVE SIGNATURES AND LIVE ACKNOWLEDGEMENT ARE RECORDABLE DOCUMENTS\*

\*WHEN RE-FILING FOR CORRECTION- IF CERTIFIED COPY IS USED AND ATTACHMENTS ARE ON BACK OF CERTIFIED COPY, ATTACHMENTS MUST HAVE LIVE SIGNATURES PROPER ACKNOWLEDGMENT (NOTARIZATION) BEFORE CONSIDERED A RECORDABLE DOCUMENT\*

No Charges: * MUST BE STYLED..	Notice of child support lien (FC 157.315b).....	NC
	Release of child support lien (FC 157.315c).....	NC
	Filing of unknown/abandoned cemetery.....	NC
	VA's copies of D/C (obtained through Vet. Service Office) .....	NC
	US Naturalization & Immigrations copy of criminal history .....	NC
	Honorable Discharge—DD214 ( Filing or copies).....	NC
	Computer Printout of Budget.....	NC
	Copy of Official Budget – See County Auditor.....	\$10.00

**UCC FEE LIST**

**FILING IN FINANCING STATEMENT RECORDS : UCC – 1**

AS OF JULY 1, 2001 THESE UCC'S (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 – 3 (TERMINATORS ONLY):** WILL BE ACCEPTED FOR FILING WITH THE COUNTY CLERK ON EXISTING UCC'S ONLY UNTIL JUNE 30, 2006. **FILING FEES FOR TERMINATIONS IN THE FINANCING STATEMENT RECORDS ARE AS FOLLOWS:**

UCC – 3 STANDARD FORM .....	\$16.00
UCC – 3 NONSTANDARD FORM.....	\$31.00 ( AN ADDITIONAL \$5.00 FEE IF CHANGING OR ADDING A DEBTOR)

**FILING IN REAL PROPERTY RECORDS:**

UCC – 1'S AND UCC – 3'S ARE ACCEPTED FOR FILING IN THE REAL PROPERTY RECORDS IF THE COLLATERAL IS TIMBER, MINERAL, OIL, AND GAS, OR FIXTURES. THERE WILL NO LONGER BE A STANDARD AND NONSTANDARD FEE FOR THESE.

**FILING FEES FOR FILING IN THE REAL PROPERTY RECORDS ARE AS FOLLOWS:**

\$16.00 FOR THE FIRST PAGE AND \$4.00 FOR EACH ADDITIONAL PAGE PER DOCUMENT. IN ADDITION , WE NEED AT LEAST 4 INCHES AT THE BOTTOM OF THE LAST PAGE FOR OUR FILING INFORMATION. IF THAT SPACE IS NOT AVAILABLE, THEN WE WILL FILE STAMP ON THE BACK AND CHARGE \$4.00 FOR THAT PAGE.

**UCC – 11 (SEARCHES)**

SEARCHES OF UCC'S FILED IN THE FINANCING STATEMENT RECORDS WILL BE CONDUCTED ONLY UNTIL JUNE 30, 2006.

UCC – 11 SEARCH FEE.....	\$10.00 PER NAME
COPIES OF UCC'S.....	\$ 1.50 PER PAGE/ NOT LESS THAN \$5.00 PER DEBTOR

<b><u>NUMBER OF PAGES</u></b>	<b><u>FEE</u></b>
1,2, OR 3	\$5.00
4	\$6.50
5	\$7.50
6	\$9.00 ETC ...

SEARCHES: (STATE TAX LIENS, FEDERAL TAX LIENS, OR ABSTRACT OF JUDGEMENT): \$10.00 PER DEBTOR PER FORM, PLUS \$5.00 FOR EACH ADDITIONAL LIEN SEARCH REQUESTED AT THE SAME TIME.

Returned Check Charge.....HB 249.....	\$30.00
<b>Contract of Sale; Needs to have all signatures notarized.</b>	
<b>Posting and Notice of Trustee Sale</b> .....	\$ 3.00
***SALE LOCATED ON NORTH STEPS OF COURTHOUSE INCLUDING 20' INSIDE HALLWAY*** PER COMMISSIONERS COURT VOL. 81/ PAGE 551 (10-23-87)	
<b>Abstract of Judgment</b> ( one page recording)(\$5.00 Rec. + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF)....	\$16.00
Additional pages \$4.00 each.....	\$ 4.00
<b>Issuance of Abstract of Judgment</b> .....	\$ 5.00
<b>Federal Tax Lien</b> (\$10.00 Rec + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF).....	\$21.00
Copies .....	\$ 1.50 per page
<b>Release of Federal Tax Lien</b> ( same breakdown as above).....	\$21.00
<b>State Tax Lien</b> ..... (\$3.00 Rec + \$5.00 CCRMF + \$1.00 CHS).....	\$ 9.00
<b>Release of State Tax Lien</b> ... (same breakdown as above).....	\$ 9.00
<b>UTILITY SECURITY INSTRUMENT, NAME CHANGE OR MERGER-</b>	
(\$25.00 Rec + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF).....	\$36.00
<b>Hospital Lien</b> (\$5.00 Rec + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF).....	\$16.00
<b>Release of Hospital Lien</b> .... (same breakdown as above).....	\$16.00
<b>Hospital Lien Search</b> .....	\$10.00
<b>Assumed Name Certificate</b> (\$3.00 CC + \$5.00 CCRMF + \$1.00 CHS).....	\$ 9.00
<b>Assumed Name Abandonment-- *</b> ( This included, the indexing of two names).....	\$ 9.00
<b>Assumed Name Searches</b> .....	\$ 5.00
<b>Assumed Name-C/Copy \$6.00 &amp; U/Copy \$1.00</b>	
<b>Cattle Brand</b> ..... (1 <sup>st</sup> Location (\$5.00 CC + \$5.00 CCRMF + \$1.00 CHS).....	\$11.00
For each additional location filed at same time.....	\$ 5.00
<b>Birth Certificates- EVERYBODY PAYS; NO EXCEPTIONS</b> .....(SB 1744 - \$1.00) (eff.12-01-05 ).....	\$23.00
<b>Death Certificates-</b> .....(SB 1744 - \$1.00) (eff.12-01-05).....	\$20.00
Additional copies issued at same time (each)..... (SB 1744 - \$1.00).....	\$ 4.00
<b>VERIFICATION ON FORM BC &amp; DC U/COPY</b> .....	
	\$ 5.00
<b>Marriage License</b> .....(take copy of ID to attach to application)--HB 2442--(SB 1744 - \$1.00).....	\$72.00
*** (Underage app.'s parent who has custody must have c/copy of divorce decree & B/C of applicant)***	
<b>Informal Marriage License</b> ..... (SB 1744 - \$1.00).....	\$32.00
<b>Certified Copy of Marriage License</b> ..... (SB 1744 - \$1.00).....	\$10.00
<b>Trash haulers permit</b> .....	\$ 25.00
<b>Junkyard Ordinance</b> ...(copy).....	\$ 5.00
<b>Junkyard Permit</b> .....	\$ 25.00
<b>Public Weighers Bond</b> .....(\$5.00 CC + \$5.00 CCRMF + \$1.00 CHS).....	\$ 11.00
<b>Subdivision Rules and Regulations</b> .....	\$ 10.00
<b>Plats</b> -( app. 9-22-03 by Comm. Ct)---(\$45.00 Rec + \$5.00 CCRMF + \$1.00 CHS + \$5.00 CCRAF).....	\$56.00
<b>Recording a Plat With Extra Pages - \$5.00 Per Page Extra</b>	
<b>Certified copy (ccopy)</b> .....	\$10.00.....(Extra pages \$2.00 each)
<b>Uncertified copy (ucopy)</b> .....	\$ 5.00..... (Extra pages \$2.00 each)
<b>CAN NOT RECORD UNPROBATED WILL / CAN RECORD AFFIDAVIT WITH AN UNPROBATED WILL ATTACHED AS EXHIBIT</b>	
Wills Filed for Safekeeping ( \$5.00 CC + \$5.00 CCRMF + \$1.00 CHS).....	\$11.00



**Foreign Wills:**

County Clerk.....	\$40.00
Law Library.....	\$35.00
Judicial Education.....	\$ 5.00
Records Management Fee & Preservation Fee.....	\$ 5.00
Courthouse Security Fee.....	\$ 5.00
Appellate Judicial System Fund.....	\$ 5.00
CTRPF.....	\$10.00
PCJF.....	\$40.00
SIF.....	\$10.00
JSFPC.....(HB11-79 <sup>th</sup> Leg. Effective 12-1-05).....	\$37.00
PGF.....(HB 1295 – 80 <sup>th</sup> Legislature, effective 1-1-08).....	<u>\$20.00</u>
Total	\$ 212.00

Application to sell minor’s interest without notice.....(Sec. 339A)..... (No posting required).....	\$103.00
PCJF.....	\$40.00
SIF.....	<u>\$10.00</u>
Total	\$153.00

**Filing Affidavit In Small Estate Records after Approval by Judge:**

County Clerk.....	\$10.00
Judge.....	\$ 2.00
Law Library.....	\$35.00
Judicial Education.....	\$ 5.00
Records Management Fee & Preservation Fee.....	\$ 5.00
Courthouse Security Fee.....	\$ 5.00
Sheriff Jury Fee.....	\$ 5.00
Appellate Judicial System Funds.....	\$ 5.00
CTRPF.....	\$10.00
Court Reporter.....	\$15.00
PCJF.....(HB 2837 GOVT CODE 51.702).....	\$40.00
SIF.....(HB 1534 GOVT CODE 51).....	\$10.00
JSFPC.....(HB 11-79 <sup>th</sup> Legislature, Effective 12-1-05).....	\$37.00
PGF.....(HB 1295 – 80 <sup>th</sup> Legislature, Effective 1-1-08).....	<u>\$20.00</u>
Total	\$204.00

**Heirship Determination in no Existing Probate ( no posting)** ..... Total \$242.00

**Jury Fee**..... (HB 2273 GOVT CODE 51.604)..... \$22.00

**Citations by Publication In Newspapers**

Printing (contact newspapers for fee)	
To Issue Citation.....	\$ 5.00
Service of Sheriff’s Office.....	\$75.00

**Mental Illness Filings:**

County Clerk.....	\$40.00
Records Management Fee & Preservation Fee.....	\$ 5.00
Courthouse Security Fee.....	\$ 5.00
Court Reporter.....	\$15.00
Law library.....	\$35.00
PCJF.....	\$40.00
SIF.....	\$10.00
CTRPF.....	\$10.00
JEF.....	\$ 5.00
JSFPC.....(HB 11-79 <sup>th</sup> Legislature, effective 12-1-05).....	<u>\$37.00</u>
Total	\$202.00

**\*\*\*MENTAL & JUVENILE ARE CLOSED RECORDS – ONLY AVAILABLE THROUGH COURT ORDER\*\*\***

\*\*\*\*\*  
**THIS OFFICE WILL NOT CERTIFY ANY COPIES THAT ARE BROUGHT INTO THE OFFICE. WE ONLY CERTIFY OUR OWN COPIES, UNLESS ORDERS HAVE THE SIGNATURES OF JUDGES.**





**NOTICE OF FEES****SHERIFF AND CONSTABLE OF HUNT COUNTY, TEXAS**

In compliance with Article 392a(f), the following written notice is forwarded to:

- (1) The Commissioners Court of each County in the State of Texas
- (2) The State Bar of Texas

**Notice of fees to be charged for services by the office of Sheriff and Constables of Hunt County, Texas, EFFECTIVE January 1, 2011.**

By Order entered on September 17, 2010, the Commissioners Court of Hunt County, Texas pursuant to the provisions of amended Article 3926(a) V.T.C.S., set the following fees to be charged by the Officer of the Sheriff and Constables of Hunt County, Texas to become effective on January 1, 2011.

**Hunt County Sheriff and Constable Fees**

**SERVICE FEES:**

Small Claims Citation	\$ 60.00
Justice Court Citation	\$ 60.00
All Other Court Citations	\$ 60.00
Citation for Eviction (+cost)	\$ 60.00
Citation by Publication	\$ 75.00
Citation Scire Facias	\$ 75.00

**NOTICES:**

Publication	\$ 75.00 + cost of publication
Notice Trustee Sale	\$ 75.00
Notice to Take Deposition	\$ 75.00
Posting of Notices & Probate	\$ 50.00
Subpoena	\$ 50.00
Summons	\$ 50.00
Temp. Rest. Order (TRO)	\$ 50.00
Temp. Ex. Parte Protective Order	\$ 50.00
Order of Sale	\$ 50.00
Restitution	\$50.00
Forcible Detainer	\$ 60.00
Distress Warrant	\$100.00
Turnover	\$100.00

**WRITS:**

Attachment	\$100.00
Garnishment	\$100.00
Execution	\$100.00
Sequestration	\$100.00
Possession	\$ 75.00
Injunction	\$ 75.00
*Restoration	\$ 75.00
Re-Entry	\$ 75.00
Other Writs not specified	\$ 75.00

**\*\* (IN ADDITION TO THE ABOVE FEES, A \$40 PER HOUR, OR ANY PART OF STANDBY CHARGE WILL BE ADDED AFTER THE FIRST 2 HOURS PER OFFICER.)**

**OTHER:**

Precept to Serve	\$ 75.00	Executing a Deed to Real Estate	
Warrants	\$ 50.00	Under Executing an Order	\$30.00
Warrants/Custody of Child	\$100.00	Publication Fee	\$30.00
Alias/Next Co./Any other warrant	\$ 50.00		
Writ of Habeas Corpus	\$ 75.00		
All Service not Specified	\$ 50.00		