

FEE SCHEDULE
Effective January 1, 2020

Terry County Clerk
 Kim Carter
 500 West Main, Rm 105
 (806)637-8551

<i>County website</i> http://www.co.terry.tx.us		**Please send pre-paid envelope for all mail-in recordings
Real Property Recording		
Recording Fee (first page)	Local Government Code §118.011	\$ 5.00
Records Management	Local Government Code §118.011(b)(2)	\$ 10.00
Records Archive	Local Government Code §118.011(f)	\$ 10.00
Courthouse Security	Local Government Code §291.008(d)	\$ 1.00
	TOTAL (first page)	\$ 26.00
Each additional page or part on which there are visible marks of any kind	Local Government Code §118.011(a)(1)	\$ 4.00
<i>Each additional name to be indexed in excess of five (5)</i>	Local Government Code §118.011(a)(2)	\$.25
<p>*Texas Property Code 11.003, effective 1-1-1982; requires that each grantee's mailing address be in or attached to any document conveying real property executed after 12-31-1981. If address of each grantee is not included, the payment of a penalty filing fee equal to the greater of (1) twice the statutory filing fee for the filings of such document with the County Clerk or (2) \$25.00 will be required. This fee is in addition to regular filing fees. LGC 191.007(h): Provides double the filing fee for that page if names are not legibly typed or printed immediately under each signature. LGC 191.007(3): Printed in type no smaller than 8 point type. Property Code 12.001(b) & 12.011: Must have original signature and proper acknowledgement.</p>		
Federal Tax Lien/Release of Lien		
Recording Fee	Property Code § 14.005	\$ 5.00
Record Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Record Archive	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
(Archive Fee cannot be charged to State)	TOTAL	\$ 26.00
State Tax Lien/Release of Lien		
Recording Fee	Local Government Code §118.011	\$ 5.00
Records Management	Local Government Code §118.011(b)(2)	\$ 10.00
Courthouse Security	Local Government Code §291.008(d)	\$ 1.00
(Archive Fee cannot be charged to State)	TOTAL (first page)	\$ 16.00
PLATS/MAPS		
Filing Fee	Local Government Code § 118.011(c)	18" x 24" \$ 35.00
		24" x 36" \$ 45.00
Recording Fee	Property Code § 14.005	\$ 5.00
Record Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Record Archive	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	Sm. Plat \$ 61.00
		Lg. Plat \$ 71.00
Certified copy of a Plat (11 X17, largest copy that can be made, if filed in ORP, legal size can be made)		\$ 10.00
Uncertified copy of a Plat (same as above copy size, etc.)		\$ 5.00
<p>UCC-1/FINANCING STATEMENT RECORDS: Effective 1-1-2014 As of July 1, 2001 UCC Records 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-1 and UCC-3 are accepted for filing in the Real Property Records if the collateral is timber, mineral, oil, gas or fixtures and regular filing fees apply. Effective 1-1-2014</p>		
Recording Fee	Local Government Code § 118.011	\$ 5.00
Records Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Records Archive Fee	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	\$ 26.00

Assumed Name <i>Applications available on the county website: http://www.co.terry.tx.us</i>		
Recording Fee	TX Business & Commerce Code § 71.155(a)(1)(2)	\$ 2.00
Record Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Record Archive	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	\$ 23.00
<i>EACH ADDITIONAL NAME INDEXED</i>	TX Business & Commerce Code § 71.115(a)(2)	\$.50
Assumed Name Abandonment		
Recording Fee	TX Business & Commerce Code § 71.155	\$ 2.00
Record Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Record Archive	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	\$ 23.00
<i>EACH ADDITIONAL NAME INDEXED</i>	TX Business & Commerce Code, Sec. 71.115 (a) (2)	\$.50
Assumed Name Copies		
Certified Copies (cert. \$5 + \$1 a page)		\$ 6.00
Uncertified Copies (plain copy)(per page)		\$ 1.00
POSTING PUBLIC NOTICES: Including Trustee/Foreclosure Sales		
Recording Fee	TX Property Code § 51.002(f)	\$ 2.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	\$ 3.00
Trustee and Foreclosure Sales are conducted the first Tuesday of every month and will be located inside the north entrance of Courthouse, (**Passed by Commissioner's Court 3/11/13; Document #260177, Vol. 850 Pg 58, recorded in Property Records.)		
*NOTICE OF FORECLOSURE/TRUSTEE SALES MAY BE VIEWED AT http://www.co.terry.tx.us		
CATTLE BRAND APPLICATION/RELEASE OF OWNERSHIP (Applications available on website: http://www.co.terry.tx.us)		
Application		
Recording Fee of 1 Brand	Local Government Code § 118.020(a)(9) TX Agri. Code § 144.110	
Record Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Record Archive	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
	TOTAL	\$ 26.00
<i>Addition of tattoo to brand being registered</i>	<i>Recorded at the same time only</i>	\$ 5.00
MILITARY DISCHARGE (DD214)		
FILING	Local Government Code §192.002(b)	No Charge
CERTIFIED COPY	Texas Government Code § 603.003(a)	No Charge
<i>THANK YOU FOR YOUR SERVICE!</i>		
BIRTH CERTIFICATES		
Applications available on the county website: http://www.co.terry.tx.us		
Certificate/County Clerk Fee	Local Government Code 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
	TOTAL	\$ 23.00
DEATH CERTIFICATES <i>Terry County Only</i>		
Applications available on the county website: http://www.co.terry.tx.us		
Search/Certificate/County Clerk Fee	Local Government Code 118.015(a), TAC § 181.22(b)(s), HSC 191.0045	\$ 20.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
	TOTAL	\$ 21.00
Each Additional Copy <i>Ordered at the same time</i>		
County Clerk Fee	HSC § 191.0045	\$ 3.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
	TOTAL	\$ 4.00
<i>Clear Covers -</i> \$2.00 (letter) \$3.00 (legal)		

INFORMAL MARRIAGE LICENSE		
License Fee (ML/CC \$12.50,ML/ST \$12.50)	Local Government Code § 118.011(a)(8)	\$ 25.00
Records Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Records Archive Fee	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 1.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
	TOTAL	\$ 47.00
MARRIAGE LICENSE <i>without</i> Texas Premarital Education Certificate		
License Fee (ML/CC \$30.00,ML/ST \$20.00) (ML/FTF \$10.00)	Local Government Code § 118.011(a)(7)	\$ 60.00
Records Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Records Archive Fee	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 1.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
72 hour waiting period from date of application before the license can be used.	TOTAL	\$ 82.00
MARRIAGE LICENSE <i>with</i> Texas Premarital Education Certificate		
License Fee	Local Government Code § 118.011(a)(7)	\$ <i>waived</i>
Records Management	Local Government Code § 118.011(b)(2)	\$ 10.00
Records Archive Fee	Local Government Code § 118.011(f)	\$ 10.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 1.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
72 hour waiting period is waived.	TOTAL	\$ 22.00
CERTIFIED COPY of MARRIAGE LICENSE: Terry County Records Only		
Clerk's Certification Fee	Local Government Code § 118.011(a)(3)	\$ 5.00
Page Fee	Local Government Code § 118.011(a)(4)	\$ 2.00
Courthouse Security Fee	Local Government Code § 291.008 (d)	\$ 1.00
Vital Statistics Preservation Fee	HSC § 191.0045	\$ 1.00
*NO PLAIN COPIES CAN BE MADE OF ANY VITAL RECORDS, THEY MUST ALL BE CERTIFIED COPIES ONLY	TOTAL	\$ 9.00
MARRIAGE LICENSE-DUPLICATE	FOR RE-PRINT OF A NEW LICENSE (due to damage or lost license)	
License Fee (ML/CC \$30.00)	Local Government Code § 118.011(a)(7)	\$ 30.00
** If a marriage ceremony has not been conducted before the 91st Day, after the date the license is issued, the license expires and a new one must be purchased, Texas FC, Sec 1, (a) Sec. 1.81		
For information regarding a marriage by proxy, marriage to an incarcerated person, marriage of deployed soldier or marriage of a person less than 18 years of age, please contact the County Clerk's Office for regulations and requirements.		
Copies:		
Plain Local Government Code § 118.011(a)(4)		\$1.00 per page
Certified Local Government Code § 118.011(a)(3)		\$5.00 + \$1.00 per page
Authenticated copies (Clerk certifies twice)		\$10.00 + \$1.00 per page
Original filing of Probate of Will, Guardianship, Muniment of Title		
Probate Fee Original Action	Local Government Code § 118.052(2)(A)(i)	\$ 40.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 3.00
Law Library	Local Government Code § 323.023(a)	\$ 35.00
Judicial Fee	Texas Government Code § 51.703(a)	\$ 40.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
Sheriff's Fee	Local Government Code § 181.131	\$ 25.00
Judicial Education Fund	Local Government Code § 118.064(a),(b)(1)	\$ 5.00
Support for Judiciary	Local Government Code § 133.154(a)	\$ 42.00
Appellate Judicial System Fee	Texas Government Code § 22.2061	\$ 5.00
Supplemental Court Initiated Guardianship	Local Government Code § 118.052(2)(E)	\$ 20.00
County Judge	Local Government Code § 118.101	\$ 4.00
State Electronic Fee Fund	Texas Government Code § 51.851(b)	\$ 30.00
State Judicial Training	Texas Government Code § 51.971	\$ 5.00
Alternative Dispute Resolution	Texas Civil Practice and Remedies Code 152.004	\$ 10.00
Fee includes one posted or published citation	TOTAL	\$ 284.00
Personal service on each citation in Terry County	\$	90.00

Letters of Testamentary, Guardianship, Administration or Abstract of Judgment (each) (This <i>does not include</i> the cost of Order, if necessary to attach) Local Government Code § 118.052(3)(D)		\$ 2.00
ADDITIONAL FEES IF NEEDED (Below):		
**Court Reporter Fee (If Needed) Texas Government Code 51.601 (a)		\$ 15.00
***Bond Approval & Recording Local Government Code 118.016		\$ 3.00
****Additional Issuance of Citation Local Government Code 118.052 (3) (A)		\$ 4.00
****Personal Service by Sheriff (Sheriff and Constable Fees)		\$ 90.00
Wills for Safekeeping		
Filing Fee	Local Government Code § 118.052(3)(E)	\$ 5.00
Record Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Courthouse Security	Local Government Code § 291.008(d)	\$ 1.00
TOTAL		\$ 11.00
Open Safety Deposit Box (Receives Probate Number)		
Clerk Fee	Local Government Code § 118.011(c)	\$ 8.00
Law Library	Local Government Code § 323.023(a)	\$ 35.00
Record Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Judge	Local Government Code § 118.101	\$ 2.00
TOTAL		\$ 50.00
Adverse Action (Cross Action, Intrusion, Pleas of Privilege or Motion for New Trial)		
Adverse Probate Action	Local Government Code § 118.052(2)(C)	\$ 40.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(a)	\$ 3.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Supplemental Court Initiated Guardianship	Local Government Code 118.052 (2)(E)	\$ 20.00
Appellate Judicial System Fee	Texas Government Code § 22.2061	\$ 5.00
State Electronic Fee Fund	Texas Government Code §51.851(b)	\$ 30.00
State Judicial Training	Texas Government Code §51.971	\$ 5.00
Fee does not include any service.	TOTAL	\$ 123.00
Charge for Each issuance of Citation Local Government Code §118.052(3)(A)		\$ 4.00
Personal service on each citation in Terry County		\$ 90.00
If Judge's signature required Local Government Code § 118.101(11)		\$ 2.00
Inventory, Appraisement and list of Claims (after 90th day after Qualification Date)		
Filing Fee	Local Government Code § 118.052(2)(B)(i)	\$ 25.00
Judge's Fee	Local Government Code § 118.101(11)	\$ 2.00
TOTAL		\$ 27.00
Annual/Final Account of Probate(must be notarized), Application for Sale of Real or Personal Property (after Order Approving Inventory and Appraisement or after 120th day after initial filing of the action, whichever occurs first)		
Filing Fee	Local Government Code § 118.052(2)(B)(iv)	\$ 25.00
Judge's Fee	Local Government Code § 118.101(11)	\$ 2.00
TOTAL		\$ 27.00
Annual/Final Report of Guardianship of a Person (must be notarized) (Hold for 10 days before the Judge signs)		
Filing Fee	Local Government Code § 118.052(2)(B)(iv)	\$ 10.00
Judge's Fee	Local Government Code § 118.101(11)	\$ 2.00
TOTAL		\$ 12.00
Miscellaneous Filings (after Order Approving Inventory and Appraisement or after 120th day after initial filing of the action, whichever occurs first, IF MORE THAN 25 PAGES)		
Filing Fee	Local Government Code § 118.052(2)(B)(iv)	\$ 25.00
Judge's Fee	Local Government Code § 118.101(11)	\$ 2.00
TOTAL		\$ 27.00
Claim (paid by the Claimant at time of filing)		
Filing Fee	Local Government Code § 118.052(2)(D)	\$ 10.00

Foreign Wills/ Temporary Guardianship/ Application to sell minor's interest/ Heirship Determination in no Existing Probate Effective 9-1-2013		
Probate Fee Original Action	Local Government Code § 118.052(2)(A)(i)	\$ 40.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 3.00
Law Library	Local Government Code § 323.023(a)	\$ 35.00
Judicial Fee	Texas Government Code § 51.703(a)	\$ 40.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
Judicial Education Fund	Local Government Code § 118.064(a),(b)(1)	\$ 5.00
Support for Judiciary	Local Government Code § 133.154(a)	\$ 42.00
Appellate Judicial System Fee	Texas Government Code § 22.2061	\$ 5.00
Supplemental Court Initiated Guardianship	Local Government Code § 118.052(2)(E)	\$ 20.00
State Electronic Fee Fund	Texas Government Code § 51.851(b)	\$ 30.00
Alternative Dispute Resolution	Civil Practice & Remedies Code 152.004 (a)	\$ 10.00
State Judicial Training	Texas Government Code § 51.971	\$ 5.00
Fee does not include any service.	TOTAL	\$ 255.00
Charge for (each) issuance of Citation Local Government Code § 118.052(3)(A)		\$ 4.00
Personal service on each citation in Terry County		\$ 90.00
If Judge's signature required Local Government Code § 118.101(11)		\$ 2.00
Sheriff's Posting Local Government Code § 118.131		\$ 25.00
Filing Affidavit in Small Estate Records after Approval by Judge		
Probate Fee Original Action	Local Government Code § 118.052(2)(A)(iii)	\$ 40.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 3.00
Law Library	Local Government Code § 323.023(a)	\$ 35.00
Judicial Fee	Texas Government Code § 51.703(a)	\$ 40.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
Judicial Education Fund	Local Government Code § 118.064(a),(b)(1)	\$ 5.00
Support for Judiciary	Local Government Code § 133.154(a)	\$ 42.00
Appellate Judicial System Fee	Texas Government Code § 22.2061	\$ 5.00
Supplemental Court Initiated Guardianship	Local Government Code § 118.052(2)(E)	\$ 20.00
County Judge	Local Government Code § 118.101	\$ 2.00
State Electronic Fee Fund	Texas Government Code § 51.851(b)	\$ 30.00
Alternative Dispute Resolution	Civil Practice & Remedies Code 152.004 (a)	\$ 10.00
State Judicial Training	Texas Government Code § 51.971	\$ 5.00
	TOTAL	\$ 257.00
Charge for (each) issuance of Citation Local Government Code § 118.052(3)(A)		\$ 4.00
Personal service on each citation in Terry County		\$ 90.00
Sheriff's Posting Local Government Code § 118.131		\$ 25.00
Mental Illness Filings		
TERRY COUNTY HAS A CONTRACT WITH MHMR TO HANDLE MENTAL ILLNESS FILINGS (Commissioners Court approval 8-12-2013)		
Civil Court/ Occupational License/Hardship License/ Foreign Judgments/Judgment NISI		
Civil Fee Original Action	Local Government Code § 118.052(1)(A)(ii)	\$ 40.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 3.00
Law Library	Local Government Code § 323.023(a)	\$ 35.00
Judicial Fee	Texas Government Code § 51.703(a)	\$ 40.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
Appellate Judicial System Fee	Texas Government Code § 22.2061	\$ 5.00
Support for Judiciary	Local Government Code § 133.154(a)	\$ 42.00
County Judge	Local Government Code § 118.101	\$ 2.00
State Electronic Fee Fund	Texas Government Code § 51.851(b)	\$ 30.00
Alternative Dispute Resolution	Civil Practice & Remedies Code 152.004 (a)	\$ 10.00
State Judicial Training	Texas Government Code § 51.971	\$ 5.00
Fee does not include any service.	TOTAL	\$ 232.00
Charge for (each) issuance of Citation Local Government Code § 118.052(3)(A)		\$ 4.00
Personal service on each citation in Terry County		\$ 90.00
Sheriff Posting Local Government Code § 118.131		\$ 25.00
Writ after judgment Local Government Code § 118.052		\$ 5.00

Cross Actions, Interventions, Pleas of Privilege or Motion for New Trial		
Filing of action other than original	Local Government Code § 118.052 (1) (B)	\$ 30.00
Records Management	Local Government Code § 118.052(3)(G)	\$ 5.00
Court Record Preservation Fee	Texas Government Code § 51.708	\$ 5.00
Courthouse Security Fee	Local Government Code § 291.008(d)	\$ 3.00
Basic Civil Legal Services for Indigents	Local Government Code § 133.153(a)(1)	\$ 10.00
County Judge Signature	Local Government Code § 118.101	\$ 2.00
State Electronic Fee Fund	Texas Government Code §51.851(b)	\$ 30.00
Alternative Dispute Resolution	Civil Practice & Remedies Code 152.004 (a)	\$ 10.00
State Judicial Training	Texas Government Code §51.971	\$ 5.00
Fee does not include any service.	TOTAL	\$ 100.00
Charge for (each) issuance of Citation Local Government Code §118.052(3)(A)		\$ 4.00
Personal service on each citation in Terry County		\$ 90.00
Nondisclosure Petition		
Filed only as a new civil filing		\$ 232.00
Nondisclosure Fee (NDF)	Texas Government Code § 1411.081(d)	\$ 28.00
TOTAL		\$ 260.00
Application for Turnover Order & Injunctive Relief Local Government Code §118.052(1)(B)		\$ 30.00
If Judge's signature required	Local Government Code § 118.101	\$ 2.00
Writ of Garnishment.... Clerk collects all fees for filing the Writ of Garnishment after Judgment This fee is the same as a New Civil filing fee of \$227.00 plus a \$15.00 for preparing the Writ Local Government Code§ 118.052(1)(A)(i)		\$ 242.00
No Writ of Garnishment shall be issued before final Judgment until the party applying has filed with the Clerk an order signed by the Court after a hearing. The Court shall further find in its order the amount of bond required payable to the Defendant in the amount fixed by the Court Order.		
Jury Fee 216 TEXAS RULES OF COURT & 51.604 GOVERNMENT CODE *Must be collected 10 days prior to the trial		\$ 40.00
SERVICE BY CERTIFIED MAIL		\$ 90.00
Mail Service of Process same as Sheriff Local Government Code §118.052(3)(F)		
Certifying the Wet/Dry Pre-Qualification Form Local Government Code §118.052(c)		\$ 5.00
TABC Protest Hearing Alcoholic Beverage Code & Rules 61.31 (B) (c)		\$ 25.00
SERVICE DOCUMENTS:		
Citation; Notice; Commission to take Deposition; Show Cause; Subpoena; Precept to Serve; Temporary Restraining Order; Process; or other instrument or paper authorized or required to be issued by the Clerk		\$ 4.00
Issuing before judgment/County Clerk Local Government Code §118.052(3)(A)		\$ 5.00
Issuing after judgment/County Clerk Local Government Code §118.052(1)(C)		
WAREHOUSE BONDS		
Records Management	Local Government Code § 118.011 (b) (2)	\$ 10.00
Bond Approval	Local Government Code § 118.016	\$ 3.00
Records Archive Fee	Local Government Code § 118.011 (f)	\$ 10.00
TOTAL		\$ 23.00
**\$4.00 for each additional page to record - Local Government Code 118.011 (a) (1)		