

TERRY COUNTY CLERK  
 KIM CARTER  
 500 W. MAIN, RM 105  
 BROWNFIELD, TX. 79316  
 806-637-8551  
 EFFECTIVE JANUARY 1, 2022

| County website <a href="http://www.co.terry.tx.us">http://www.co.terry.tx.us</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                   |                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------|
| <b>REAL PROPERTY RECORDING</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                   |                               |
| 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                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>TOTAL (first page)</b>                         | <b>\$26.00</b>                |
| 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)              | \$0.25                        |
| <p><b>*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) &amp; 12.011: Must have original signature and proper acknowledgement.</b></p> |                                                   |                               |
| <b>FEDERAL TAX LIEN/RELEASE OF LIEN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                   |                               |
| 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)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>TOTAL</b>                                      | <b>\$26.00</b>                |
| <b>STATE TAX LIEN/RELEASE OF LIEN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                   |                               |
| 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)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>TOTAL (first page)</b>                         | <b>\$16.00</b>                |
| <b>PLATS/MAPS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                   |                               |
| Filing Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Local Government Code § 118.011(c)      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                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>TOTAL</b>                                      | <b>Lg. Plat    \$ 71.00</b>   |
| Certified copy of a Plat (11 X14, largest copy that can be made, if filed in ORP, legal size can be made)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                   | <b>\$5.00 + \$1.00 A PAGE</b> |
| Uncertified copy of a Plat (same as above copy size, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   | <b>\$1.00 A PAGE</b>          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |                               |

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**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

|                     |                                       |                |
|---------------------|---------------------------------------|----------------|
| 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         |
| <b>TOTAL</b>        |                                       | <b>\$26.00</b> |

**Applications available on the county website:** <http://www.co.terry.tx.us>

**ASSUMED NAME & 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         |
| <b>TOTAL</b>                        |                                                  | <b>\$23.00</b> |
| <i>EACH ADDITIONAL NAME INDEXED</i> | TX Business & Commerce Code, Sec. 71.115 (a) (2) | <b>\$0.50</b>  |

**ASSUMED NAME COPIES**

|                                           |  |                        |
|-------------------------------------------|--|------------------------|
| Certified Copies                          |  | \$5.00 + \$1.00 a page |
| 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        |
| <b>TOTAL</b>            |                                    | <b>\$3.00</b> |

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>)

|                                       |                                                            |                |
|---------------------------------------|------------------------------------------------------------|----------------|
| Recording Fee (1 Brand)               | Local Government Code § 118.011<br>TX Agri. Code § 144.110 | \$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         |
| <b>TOTAL</b>                          |                                                            | <b>\$26.00</b> |
| <i>Each Additional Brand Location</i> | <i>Recorded at the same time only</i>                      | <b>\$26.00</b> |

**MILITARY DISCHARGE (DD214)**

|                |                                    |                  |
|----------------|------------------------------------|------------------|
| FILING         | Local Government Code §192.002(b)  | <b>No Charge</b> |
| CERTIFIED COPY | Texas Government Code § 603.003(a) | <b>No Charge</b> |

**THANK YOU FOR YOUR SERVICE!**

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| <b>BIRTH CERTIFICATES</b>                                                                                       |                                                                    |                |
|-----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------|
| Applications available on the county website: <a href="http://www.co.terry.tx.us">http://www.co.terry.tx.us</a> |                                                                    |                |
| Certificate/County Clerk Fee                                                                                    | Local Government Code 118.015(a),TAC § 181.22, HSC 191.0045        | \$20.00        |
| Vital Statistics Fee                                                                                            | HSC § 191.0045                                                     | \$1.80         |
| Vital Statistics Preservation Fee                                                                               | HSC § 191.0045                                                     | \$1.00         |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$23.00</b> |
| <b>VERIFICATION OF BIRTH</b>                                                                                    |                                                                    |                |
| County Birth Certificate Fee                                                                                    | Texas Administrative Code §181.22                                  | \$20.00        |
| State Birth Certificate Fee                                                                                     | Health & Safety Code §191.0045                                     | \$2.00         |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$22.00</b> |
| <b>DEATH CERTIFICATES <i>Terry County Only</i></b>                                                              |                                                                    |                |
| Applications available on the county website: <a href="http://www.co.terry.tx.us">http://www.co.terry.tx.us</a> |                                                                    |                |
| 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         |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$21.00</b> |
| <b>Each Additional Copy (ordered at the same time)</b>                                                          |                                                                    |                |
| County Clerk Fee                                                                                                | HSC § 191.0045                                                     | \$3.00         |
| Vital Statistics Preservation Fee                                                                               | HSC § 191.0045                                                     | \$1.00         |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$4.00</b>  |
| <b>Clear Covers</b>                                                                                             | <b>\$2.00 (letter)      \$3.00 (legal)</b>                         |                |
| <b>VERIFICATION OF DEATH</b>                                                                                    |                                                                    |                |
| County Death Certificate Fee                                                                                    | <b><i>Texas Administration Code §181.22</i></b>                    | <b>\$20.00</b> |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$20.00</b> |
| <b>INFORMAL MARRIAGE LICENSE</b>                                                                                |                                                                    |                |
| 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         |
|                                                                                                                 | <b>TOTAL</b>                                                       | <b>\$47.00</b> |
| <b>MARRIAGE LICENSE <i>without</i> Texas Premarital Education Certificate</b>                                   |                                                                    |                |
| 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         |
| <b>72 hour waiting period from date of application <i>before</i> the license can be used.</b>                   | <b>TOTAL</b>                                                       | <b>\$82.00</b> |

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| <b>MARRIAGE LICENSE with Texas Premarital Education Certificate</b> |                                       |                  |
|---------------------------------------------------------------------|---------------------------------------|------------------|
| 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           |
| <b>72 hour waiting period is waived .</b>                           | <b>TOTAL</b>                          | <b>\$22.00</b>   |

| <b>CERTIFIED COPY of MARRIAGE LICENSE: Terry County Records Only</b>                      |                                       |               |
|-------------------------------------------------------------------------------------------|---------------------------------------|---------------|
| Clerk's Certification Fee                                                                 | Local Government Code § 118.011(a)(3) | \$5.00        |
| Page Fee                                                                                  | Local Government Code § 118.011(a)(4) | \$1.00        |
| Courthouse Security Fee                                                                   | Local Government Code § 291.008 (d)   | \$1.00        |
| Vital Statistics Preservation Fee                                                         | HSC § 191.0045                        | \$1.00        |
| <b>Older Marriage License- 1-page</b>                                                     | <b>TOTAL</b>                          | <b>\$8.00</b> |
| <b>Newer Marriage License - 2 pages</b>                                                   |                                       | <b>\$9.00</b> |
| *NO PLAIN COPIES CAN BE MADE OF ANY VITAL RECORDS, THEY MUST ALL BE CERTIFIED COPIES ONLY |                                       |               |

| <b>MARRIAGE LICENSE-DUPLICATE FOR RE-PRINT OF A NEW LICENSE (due to damage or lost license)</b> |                                  |                |
|-------------------------------------------------------------------------------------------------|----------------------------------|----------------|
| License Fee (ML/CC \$30.00)                                                                     | Local Government Code § 118.011© | \$30.00        |
|                                                                                                 | <b>TOTAL</b>                     | <b>\$30.00</b> |

**\*\* If a marriage ceremony has not been conducted before the 91<sup>st</sup> 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.**

| <b>COPIES</b>                                   |  |                           |
|-------------------------------------------------|--|---------------------------|
| 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 |

| <b>WAREHOUSE BOND</b>                              |                                       |                |
|----------------------------------------------------|---------------------------------------|----------------|
| Record Management                                  | Local Government Code §118.011(a)(7)  | \$10.00        |
| Recording Fee                                      | Local Government Code §118.011        | \$5.00         |
| Courthouse Security                                | Local Government Code §291.008(d)     | \$1.00         |
| Records Archive Fee                                | Local Government Code § 118.011(a)(7) | \$10.00        |
| Bond Approval                                      | Local Government Code § 118.011(a)(7) | \$3.00         |
|                                                    | <b>TOTAL</b>                          | <b>\$29.00</b> |
| <b>**\$4.00 for each additional page to record</b> | Local Government Code § 118.011(a)(7) |                |