

# NON-COURT FEE SCHEDULE

Effective August 31, 2021

## ARANSAS COUNTY CLERK

<b>FEES FOR OFFICIAL PUBLIC RECORDS</b>		
Clerk Recording Fee	Local Government Code 118.011(a)	\$ 5.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE</b>		<b>\$ 26.00</b>
+ Each addt'l page w/visible marks of any kind	Local Government Code 118.011(a)	<b>4.00</b>
+ Each name in excess of five (5) names	Local Government Code 118.011(a)	<b>0.25</b>
<i>The above basic recording fees apply to documents such as: Deeds, Deeds of Trust, Oil and Gas Leases, Restrictions, Liens, Releases, Affidavits, Lis Pendens, Abstracts of Judgment, Personal Property Records, etc.</i>		
<p><b><i>Filing Requirement per Property Code 12.001(b) and 12.001:</i></b>                      Instruments must have original signature and proper acknowledgement</p> <p><b><i>Filing Requirement per Local Government Code 193.012:</i></b>                      After recording, original documents shall be returned to the person who filed them.</p> <p><b><i>Filing Requirements and Specifications per Property Code 11.03(2):</i></b>                      Instruments conveying an interest in real property that do not include the mailing address of each grantee shall be subject to a penalty filing fee equal to the greater of \$25 or TWICE the statutory recording fee for the instrument paid.</p> <p><b><i>Filing Requirements and Specifications per Local Government Code 191.007(a-h):</i></b>                      A "page" is considered to be one side of a sheet of paper and MUST</p> <ul style="list-style-type: none"> <li>▪ be no wider than 8-1/2 inches and no longer than 14 inches;</li> <li>▪ have a sufficient weight and substance so that printing, typing, or handwriting will not smear or bleed through;</li> <li>▪ be printed in type not smaller than eight-point and be suitable for reproduction;</li> <li>▪ have a clearly identifying heading at the top of the first page to identify the type of legal document;</li> <li>▪ be clearly legible;</li> <li>▪ have names legibly typed or printed immediately under each signature;</li> <li>▪ not be a negative print (white printing, typing, or handwriting on a dark background); and</li> <li>▪ not have riders or attachments that are larger in page size than the main document.</li> </ul> <p>Instruments that fail to meet any of the requirements above shall be subject to a penalty of TWICE the regular filing fee or recording fee provided by statute for that page.</p>		

<b>PLATS/REPLATS (Local Government Code 192.0015) – MUST be approved by Commissioners Court</b>		
Clerk Recording Fee	Local Government Code 118.011(c)	\$ 60.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE (MUST BE 18X24)</b>		<b>\$ 81.00</b>
<b>PLUS, FOR EACH ADDITIONAL RECORDED PAGE</b>		<b>\$ 60.00</b>

<b>DBA/ASSUMED NAME CERTIFICATE OR ABANDONMENT (Business and Commerce Code, Chapter 71)</b>		
Clerk Recording Fee	Property Code 14.005	\$ 2.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
County Clerk Copy Fee	Local Government Code 118.011(a)(4)	1.00
<b>TOTAL FOR ONE REGISTRANT/OWNER</b>		<b>\$ 24.00</b>
Includes Indexing of Owner's Name and Business Name		
+ Each additional name indexed	Business and Commerce Code 71.155	<b>\$ 0.50</b>
<b>DBA LLC ARE FILED WITH SECRETARY OF STATE OFFICE (NO LONGER W/COUNTY CLERK)</b>		

<b>UCC/FINANCING STATEMENT RECORDS (Business and Commerce Code 9.501(a); 9.519(d))</b>		
<i>UCC Records relating to consumer goods are NO LONGER filed in the County's Clerk's Office. They are now 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 recording fees apply.</i>		
Clerk Recording Fee	Local Government Code 118.011(a)(9)	\$ 5.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FILING UCC-1 OR UCC-3 (PER THE ABOVE) INTO CLERK'S OPR</b>		<b>\$ 26.00</b>

<b>REGISTRATION OF LIVESTOCK MARKS &amp; BRANDS (Agriculture Code, Chapter 144)</b>		
Clerk Recording Fee	Local Government Code 118.011(a)(9)	\$ 5.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR ONE LOCATION ON AN ANIMAL</b>		<b>\$ 26.00</b>
Includes Owner's Certificate + Registration Sent to Texas and Southwestern Cattle Raisers Association		
<b>EACH ADDITIONAL LOCATION ON SAME ANIMAL TYPE (same application, same time)</b>		<b>\$ 5.00</b>

<b>WILLS FOR SAFEKEEPING (Estates Code, Chapter 252)</b>		
Clerk Recording Fee	Local Government Code 118.011	\$ 5.00
Records Management Fee	Local Government Code 118.0216	10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL</b>		<b>\$ 26.00</b>
<b>THIS CAN BE A ONE-TIME FEE; HOWEVER, IF A WILL IS WITHDRAWN AND THEN RE-SUBMITTED, THE FEE WILL BE RE-CHARGED EACH TIME IT IS RE-SUBMITTED TO THE COUNTY CLERK.</b>		

<b>FEDERAL TAX LIEN OR RELEASE (Property Code, Chapter 14)</b>		
Clerk Recording Fee	Property Code 14.005	\$ 10.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE FILED</b>		<b>\$ 31.00</b>
<b>EACH ADDITIONAL PAGE FILED</b>		<b>\$ 4.00</b>

<b>STATE TAX LIEN OR RELEASE – FILED BY STATE AGENCY (Tax Code, Chapter 113)</b>		
Clerk Recording Fee	Local Government Code 118.011	\$ 5.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE FILED BY STATE AGENCY</b>		<b>\$ 16.00</b>
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
<b>TOTAL FOR FIRST PAGE FILED BY ALL OTHERS:</b>		<b>\$ 26.00</b>
<b>EACH ADDITIONAL PAGE FILED BY EITHER</b>		<b>\$ 4.00</b>

<b>HOSPITAL LIEN OR RELEASE (Property Code, Chapter 55)</b>		
Clerk Recording Fee	Local Government Code 118.011	\$ 5.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE FILED BY ALL OTHERS:</b>		<b>\$ 26.00</b>
<b>EACH ADDITIONAL PAGE FILED</b>		<b>\$ 4.00</b>

<b>BOND TO INDEMNIFY (Property Code, Chapter 53)</b>		
Clerk Recording Fee	Local Government Code 118.011(c)	\$ 30.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
<b>TOTAL FOR FIRST PAGE FILED:</b>		<b>\$ 51.00</b>
<b>EACH ADDITIONAL PAGE FILED</b>		<b>\$ 4.00</b>
<b>PLUS NOTICE, CERTIFICATIONS, AND OTHER REQUIRED DOCUMENTS GENERATED, FILED, AND PROCESSED BY COUNTY CLERK</b>		<b>\$ 20.00</b>
<i>For example, if you have a 7 page Bond to Indemnify Against Lien to submit for recording—the fee would be \$51 (for page 1) + \$24 (for pages 2-7) + \$20 so your final total would be \$95.00.</i>		

<b>COPY FEES</b>		
Non-Certified Copy (per page)	Local Government Code 118.011(a)(4)	\$ 1.00
Certification of Copy (+ per page copy fee)	Local Government Code 118.011(a)(3)	\$ 5.00
Plat Copy (per page, 11x17 or smaller)	Local Government Code 118.011(c)	\$ 6.00
Digital Plat Copy (emailed as pdf, if available)	Local Government Code 118.011(c)	\$ 6.00
Copy Fees for Vital Records can be found under the Vital Statistics section (next page)		

<b>DD-214 CERTIFICATE OF MILITARY RELEASE OR DISCHARGE (Government Code, Chapter 552)</b>		
Filing	<b><i>No Charge. Thank you for your service!</i></b>	\$ 0.00
Certified Copy		\$ 0.00

<b>BEER/WINE/LIQUOR LICENSE APPLICATIONS (ALCOHOLIC BEVERAGE CODE, Chapters 11 and 61)</b>		
Certificate of County Clerk (per each)	Alcoholic Beverage Code 61.31(c)	\$ 5.00

<b>OTHER MISCELLANEOUS OPR FEES</b>		
<b>FILING CHILD SUPPORT LIEN OR RELEASE</b>	Family Code 157.315; Prop. Code 52.001	\$ 0.00
<b>OATH ADMINISTRATION</b>	Local Government Code 118.021	\$ 1.00
<b>NOTICE OF FORECLOSURE</b> (per notice filed)	Property Code 51.002(f); LGC 291.008	\$ 3.00
<b>NOTICE OF POSTING</b>	Local Government Code 118.011(c)	\$ 4.00
<b>ABANDONED/UNKNOWN CEMETERY FILING</b>	Health and Safety Code 711.011	\$ 0.00

<b>SEARCHES</b>		
<i>We will NOT conduct searches that are not authorized by statute. The only OPR search specifically authorized by statute is a Federal Tax Lien search.</i>		
<b>FEDERAL TAX LIEN SEARCH</b>	Prop. Code 14.004(d); B&C Code 9.525(a)	\$ 15.00
(price above includes a certified copy IF the record is one or two pages)		
<b>IF RECORD IS MORE THAN TWO PAGES, THE TOTAL FOR THE CERTIFIED COPY IS:</b>		\$ 30.00

<b>FEES FOR VITAL RECORDS</b>		
<b>Plain Copies may NOT be issued for Vital Records.</b> Vital records, such as birth or death certificates, are legal documents that are used to prove a person's identity. <b>To get a certified copy of a vital record, you must be a person qualified to do so and submit a completed application</b> which includes acceptable identification, the correct fees, and, in some cases, supporting documentation.		
<b>Birth records are closed to the public for 75 years. Likewise, death records are closed for 25 years.</b>		

<b>BIRTH CERTIFICATE – ANY TEXAS COUNTY</b>		
Search Fee	Texas Administrative Code 181.22(g)	\$ 10.00
Certified Copy	Texas Administrative Code 181.22(a)	10.00
Vital Statistics Surcharge Fee	Texas Administrative Code 191.0045(g)	2.00
Vital Statistics Preservation Fee	Health and Safety Code 191.0045(h)	1.00
<b>TOTAL PER EACH CERTIFICATE</b>		<b>\$ 23.00</b>
<i>Valid ID required for the above. Only self and immediate family can obtain: mother, father (if listed on birth certificate), brother, sister, child, grandmother, grandfather, husband, wife, or legal guardian (must show certified copy of court order).</i>		
Certification as to the Fact of Birth (by clerk)	Local Government Code 118.015	\$ 23.00

<b>DEATH CERTIFICATE – ARANSAS COUNTY ONLY</b>		
Search Fee	Texas Administrative Code 181.22(g)	\$ 10.00
Certified Copy	Texas Administrative Code 181.22(b)	10.00
Vital Statistics Preservation Fee	Health and Safety Code 191.0045(h)	1.00
<b>TOTAL PER FIRST COPY</b>		<b>\$ 21.00</b>
<b>EACH ADDITIONAL COPY REQUESTED AT SAME TIME</b>		<b>\$ 4.00</b>
<i>Valid ID required for the above. Only immediate family can obtain: mother, father, brother, sister, child, grandmother, grandfather, husband, or wife.</i>		
Certification as to the Fact of Death (by clerk)	Local Government Code 118.015	\$ 21.00

Texas Family Code 2.003 states: **A person under the age of 18 years of age may not marry UNLESS the person has been granted by this state or another state a court order** removing the disabilities of minority of the person for general purposes. (effective September 1, 2017)

Per Family Code 2.201: **If a marriage ceremony has not been conducted before the 90<sup>th</sup> day after the date the license is issued, the marriage license expires** (and can no longer be used).

**The County Clerk's office can provide additional marriage license information, regulations, and requirements** including marriage by proxy, absent applicant, marriage to an incarcerated person, marriage of a deployed soldier, or soldier deployed to a hostile zone.

**MARRIAGE LICENSE *without Texas Premarital Education Certificate (Twogether in Texas)***

License Fee	Local Government Code 118.011(a)(7)	\$ 60.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
Vital Statistics Preservation Fee	Health and Safety Code 191.0045(h)	1.00
<b>TOTAL FEE</b>		<b>\$ 82.00</b>
<b>FEE IF NEITHER APPLICANT IS TEXAS RESIDENT</b>	Local Government Code 118.011(b)(4)	<b>\$182.00</b>

Per Family Code 2.204, there is a **72 hour waiting period from the date and time of application before the ceremony can take place.** The waiting period cannot be waived unless an applicant:

- is a member of the armed forces of the United States on active duty,
- performs work for the United States Department of Defense as an employee/contract worker, or
- obtains a written waiver from a judge of a court with jurisdiction in family law cases, a justice of the supreme court, a judge of the court of criminal appeals, a county judge, or a judge of a court of appeals.

**MARRIAGE LICENSE *with Texas Premarital Education Certificate (Twogether in Texas)***

License Fee	Local Government Code 118.011(a)(7)	\$ 0.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
Vital Statistics Preservation Fee	Health and Safety Code 191.0045(h)	1.00
<b>TOTAL FEE</b>		<b>\$ 22.00</b>
<b>FEE IF NEITHER APPLICANT IS TEXAS RESIDENT</b>	Local Government Code 118.011(b)(4)	<b>\$122.00</b>

**72 hour waiting period waived (per Family Code 2.204; Family Code 2.013)**

**DECLARATION AND REGISTRATION OF INFORMAL MARRIAGE (COMMON LAW MARRIAGE)**

Registration Fee	Local Government Code 118.011(a)(8)	\$ 25.00
County Clerk Records Archive Fee	Local Government Code 118.025	10.00
Records Management Fee	Local Government Code 118.0216	10.00
Courthouse Security Fee	Local Government Code 291.008	1.00
Vital Statistics Preservation Fee	Health and Safety Code 191.0045(h)	1.00
<b>TOTAL FEE</b>		<b>\$ 47.00</b>
<b>FEE IF NEITHER APPLICANT IS TEXAS RESIDENT</b>	Local Government Code 118.011(b)(4)	<b>\$147.00</b>

**No waiting period. Proxy and/or Absent Applicant NOT accepted.**

<b>OTHER MISCELLANEOUS VITAL RECORDS FEES</b>		
Unrecorded Marriage License Reprint (pre-svc)	Family Code 2.209; LGC 118.011(c)	<b>\$ 35.00</b>
Re-Issuance of Lost Marriage License (post-svc)	Family Code 2.209; LGC 118.011(c)	<b>\$ 35.00</b>
Required Affidavit for Re-Issuance of License	Family Code 2.209; LGC 118.011(c)	<b>\$ 0.00</b>
Certified Copy of a Marriage License	Local Government Code 118.011(a)(3)	<b>\$ 10.00</b>
Correction Affidavit for Recorded License	Family Code 2.209; LGC 118.011(c)	<b>\$ 0.00</b>
Donation to Texas Home Visitation Program	Health and Safety Code 191.0048	<b>\$ 5.00</b>

**Divorce records and adoption records are District Clerk records.**

***To apply for changes to a vital record go to: [www.dshs.state.tx.us/vs/changes/requirements.aspx](http://www.dshs.state.tx.us/vs/changes/requirements.aspx)***