

HOUSTON COUNTY CLERK FEE SCHEDULE – RECORDINGS (1/1/24)			
You can find forms and instructions on our webpage at <a href="http://www.co.houston.tx.us">www.co.houston.tx.us</a>			
<b>REAL PROPERTY RECORDING - TOTAL OF FIRST (1<sup>ST</sup>) PAGE ONLY</b>			<b>\$ 25.00</b>
Recording Fee (first page)	LGC §118.011	010-340-313	5.00
Records Management	LGC §118.011(b)(2)	145-350-313	10.00
Records Archive	LGC §118.011(f)	160-350-313	10.00
<b>BELOW – EACH PAGE AFTER</b>			
EACH ADDITIONAL PAGE or part on which there are visible marks of any kind	LGC §118.011(a)(1)	010-340-313	4.00
EACH ADDITIONAL NAME TO BE INDEXED IN EXCESS OF FIVE (5)	LGC §118.011(A)(2)	010-340-313	.25
<b>Texas Property Code 11.003, effective Jan. 1, 1982:</b> Requires that each grantee's mailing address be in or attached to any document conveying real property executed after December 31, 1981. <b><i>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 filing of such document with the County Clerk or (2) \$25.00 will be required. This fee is in addition to regular filing fees.</i></b> LGC 191.007(c)(h): Provides double the filing fee for that page if there is not a clearly identifying heading, similar to the headings on most printed forms, must be placed at the top of the first page to identify the type or kind of legal paper. LGC 191.007(e)(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. <b>Property Code 12:001(b) &amp; 12.011:</b> Must have live signature and proper acknowledgment.			
<b>FEDERAL TAX LIEN/RELEASE OF LIEN</b>			<b>\$ 30.00</b>
Recording Fee	PC §14.005	010-340-313	10.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00
<b>STATE TAX LIEN/RELEASE OF LIEN</b>			<b>\$ 15.00</b>
Recording Fee	LGC §118.011	010-340-313	5.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
<b>PLATS/MAPS: tax certificate required with recording (PC 12.002(3) after approval from CC, or City as required</b>			<b>\$120.00</b>
Recording Fee	LGC §118.011(c)	010-340-313	100.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00
Plat with extra pages	Fee per extra page	010-340-313	25.00
<b>REPLATS: tax certificate required with recording (PC 12.002(3) after approval from CC, or City as required</b>			<b>\$ 70.00</b>
Recording Fee	LGC §118.011(c)	010-340-313	50.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00
Plat with extra pages	Fee per extra page	010-340-313	25.00
<b>PLAT COPIES</b>			<b>TBD</b>
Copies (made on copier)	First page	010-340-313	1.00
	Each additional page	010-340-313	1.00
<b>UCC</b>			<b>\$ 25.00</b>
Recording Fee (first page)	LGC §118.011	010-340-313	5.00
Records Management	LGC §118.011(b)(2)	145-350-313	10.00
Records Archive	LGC §118.011(f)	160-350-313	10.00
<b>BELOW – EACH PAGE AFTER</b>			
EACH ADDITIONAL PAGE or part on which there are visible marks of any kind	LGC §118.011(a)(1)	010-340-313	4.00
<b>UCC FINANCING STATEMENT RECORDS:</b> 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 (see above).			

**HOUSTON COUNTY CLERK FEE SCHEDULE FOR ASSUMED NAMES, BIRTH, DEATH, BRANDS, DD214S, POSTINGS,  
AND MARRIAGE LICENSE (REVISED 1/1/24)**

You can find forms and instructions on our webpage at [www.co.houston.tx.us](http://www.co.houston.tx.us)

**ASSUMED NAME CERTIFICATE/REGISTRATION** **\$ 24.00**

Applications available on the county website: [www.co.houston.tx.us](http://www.co.houston.tx.us)

Recording Fee (index of Business & 1 owner)	TX Business & Commerce Code §71.155(a)(1)(2)	010-340-313	3.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00
Oath Administration	LGC §118.011(a)(10)	010-340-313	1.00
EACH ADDITIONAL NAME INDEXED IN EXCESS OF 2	TX Business & Commerce Code §71.155(a)(2)	010-340-313	.50

**\*Effective 9/1/2019 – Corporations, LLC, LP will only be filed in the Secretary of State per Business and Commerce Code 71.03**

**\*A clerk MAY waive fees associated with the filing of an assumed name certificate or statement of abandonment for a registrant who is a military veteran. (Proper ID proving veteran status is required)**

**ASSUMED NAME ABANDONMENT** **\$ 24.00**

Applications available on the county website: [www.co.houston.tx.us](http://www.co.houston.tx.us)

Recording Fee (index of Business & 1 owner)	TX Business & Commerce Code §71.155(a)(1)(2)	010-340-313	3.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00
Oath Administration	LGC §118.011(a)(10)	010-340-313	1.00
EACH ADDITIONAL NAME INDEXED IN EXCESS OF 2	TX Business & Commerce Code §71.155(a)(2)	010-340-313	.50

**BIRTH CERTIFICATES:** **\$ 23.00**

Birth records become open records to the public after the anniversary date of the 75<sup>th</sup> year

Search/Cert/CC Fee	LGC §118.015(a), TAC §181.22(b)(s), HSC §191.0045	010-340-313	20.20
Vital Statistics Fee (State)	HSC §191.0045	500-350-313	1.80
Vital Statistics Preservation Fee (Local)	HSC §191.0045	155-350-313	1.00

**BIRTH/DEATH VERIFICATION: (1 Free Search)** **\$ 10.00**

Search Fee	LGC §118.015	010-340-313	10.00
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**CATTLE BRAND APPLICATION/RELEASE OF OWNERSHIP** **\$ 25.00**

Applications available on the County Clerk's tab of the County website: [www.co.houston.tx.us](http://www.co.houston.tx.us)

Recording Fee	LGC §118.011(a)(9); 118.020	010-340-313	5.00
Record Management	LGC §118.011(b)(2)	145-350-313	10.00
Record Archive	LGC §118.011(f)	160-350-313	10.00

**DEATH CERTIFICATES: Houston County Only – Applications at [www.co.houston.tx.us](http://www.co.houston.tx.us) under County Clerk's tab** **\$ 21.00**

Death records become open records to the public after the anniversary date of the 25<sup>th</sup> year

Search/Cert/CC Fee	LGC §118.015(a), TAC §181.22(b)(s), HSC §191.0045	010-340-313	20.00
V/S Preservation Fee	HSC §191.0045	155-350-313	1.00

**Additional copies of DEATH CERTIFICATE ordered at the same time** **\$ 4.00**

Clerk's Fee	HSC §191.0045	010-340-313	3.00
Vital Statistics Preservation Fee	HSC §191.0045	155-350-313	1.00

**MILITARY DISCHARGE (DD214)** **NO CHARGE**

FILING	LGC §192.002(b)	No Charge
CERTIFIED COPY	TGC §603.003(a)	No Charge

**POSTING Trustee/Foreclosure Sales/Public Notice** **\$ 2.00**

Recording Fee	TX Property Code §51.002(f)	010-340-313	2.00
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Trustee and Foreclosure Sales are conducted the first Tuesday of every month and will be located on the East steps outside of the Courthouse. Sales are posted in our office and on our website at [www.co.houston.tx.us](http://www.co.houston.tx.us)

<b>DECLARATION &amp; REGISTRATION OF INFORMAL MARRIAGE LICENSE (No waiting period. Proxy not accepted)</b>				<b>\$ 46.00</b>
License Fee (ML/CC 12.50 ML/ST 12.50)	LGC §118.011(a)(8)	010-340-313/500-350-313	25.00	
Record Management	LGC §118.011(b)(2)	145-350-313	10.00	
Record Archive	LGC §118.011(f)	160-350-313	10.00	
V/S Preservation Fee	HSC §191.0045	155-350-313	1.00	
<b>APPLICATION FOR LICENSE BY MINOR</b> Effective September 1, 2017 SB 1705 TX Family Code §2.003(a) A person under 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. TX Family Code 2.204: The 72 hour waiting period from the date/time the license is issued may only be waived by Court Order issued by a Judge of a court with jurisdiction in family law cases, a Justice of the Supreme Court, Judge of the Court of Criminal Appeals, County Judge, or Judge of a Court of Appeals unless an applicant is a member of the Armed Forces of the United States and is Active Duty or by providing a Certificate of Completion of the Texas Premarital Education Course. 9/1/2023 Amends Family Code, Section 2.204(c) adds an associate judge appointed under Chapter 201 and Chapter 54A, Government Code, and a justice of the peace.				
<b>MARRIAGE LICENSE without Texas Premarital Education certificate (72 hour waiting period)</b>				<b>\$ 81.00</b>
Marriage License Fee – County Portion	LGC §118.011(a)(7)	010-340-313	30.00	
Marriage License Fee – State Portion		500-350-313	20.00	
Marriage License Fee – Family Trust		500-350-313	10.00	
Record Management	LGC §118.011(b)(2)	145-350-313	10.00	
Record Archive	LGC §118.011(f)	160-350-313	10.00	
V/S Preservation Fee	HSC §191.0045	155-350-313	1.00	
<b>MARRIAGE LICENSE with Texas Premarital Education certificate (no waiting period)</b>				<b>\$ 21.00</b>
Marriage License Fee – County Portion	LGC §118.011(a)(7)	010-340-313	waived	
Marriage License Fee – State Portion		500-350-313		
Marriage License Fee – Family Trust		500-350-313		
Record Management	LGC §118.011(b)(2)	145-350-313	10.00	
Record Archive	LGC §118.011(f)	160-350-313	10.00	
V/S Preservation Fee	HSC §191.0045	155-350-313	1.00	
<b>CERTIFIED COPY OF MARRIAGE LICENSE: Houston County Records Only</b>				<b>\$ 21.00</b>
Applications available on the county website: <a href="http://www.co.houston.tx.us">www.co.houston.tx.us</a>				
Search/Certificate/County Clerk Fee	TAC §181.22(h)(s), HSC §191.0045	010-340-313	20.00	
V/S Preservation Fee	HSC §191.0045	155-350-313	1.00	

## HOUSTON COUNTY CLERK FEE SCHEDULE – PROBATE AND CIVIL FEES (1/1/24)

### Exceptions to e-filing:

Wills are not required to be filed electronically. If a will is filed electronically, the original must be presented to the Clerk's Office within 3 business days after the application is filed. The following documents **must not** be filed electronically: Documents filed under seal or presented to the court in camera; and documents to which access is otherwise restricted by law or court order.

### Applications for Probate/Guardianship/Mental Health *(fee does not include citation or service)* \$ 360.00 (including Foreign Wills, Small Estate, Open Safe Deposit Box, Sale of Property of Minor w/o Guardianship)

Probate Fee Original Action (Clerk Fee)	LGC §135.102(b)(3)	010-340-313	40.00
County Records Management And Preservation Account	LGC §135.102(b)(4)	145-350-313	15.00
Courthouse Security Fee	LGC §135.102(b)(7)	030-350-313	20.00
Law Library	LGC §135.102(b)(6)	040-350-313	35.00
Facility Fee	LGC §135.102(b)(2)	030-350-313	20.00
Court-initiated Guardianship Fund	LGC §135.102(b)(11)	068-350-313	20.00
Public Probate Administrator Fund	LGC §135.102(b)(13)	068-350-313	10.00
Jury Fee	LGC §135.102(b)(9)	020-350-347	10.00
Dispute Resolution	LGC §135.102(b)(10)	500-350-313	15.00
Language Access Fund	LGC §135.102(b)(8)	020-350-321	3.00
Court Reporter Fee	LGC §135.102(b)(5)	020-350-346	25.00
Appellate Judicial System Fee	LGC §135.102(b)(1)	505-350-313	5.00
Judicial Education and Support Fund	LGC §135.102(b)(12)	020-350-320	5.00
<b>LOCAL CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)		<b>\$223.00</b>
<b>STATE CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)	500-350-313	<b>\$137.00</b>

#### Additional Fees that may need to be selected :

Issuing Citation	LGC §118.052 (3)(A)	010-340-313	8.00
Posting/Service of Citations (EACH)	LGC §118.131	010-340-311	100.00
Judge's Signature	LGC §118.101	010-340-310	2.00
Approving & Recording of Bond	LGC §118.052(2)(A)(ii)	010-340-324	5.00
Administering Oath	LGC §118.052(2)(A)(iii)	010-340-313	2.00
LETTERS of Testamentary, Guardianship, Administration or Abstract of Judgment <i>(each)</i> . This <b>DOES NOT INCLUDE</b> the cost of Order, if necessary to attach. 010-340-313	LGC §118.052 (3)(D)	010-340-313	2.00

### Heirship Determination/Guardianships require deposit into the court registry for Ad Litem Fees \$ 500.00

#### DEPOSITED INTO COURT REGISTRY

### Adverse Action \*PROBATE\* (Any Action Filed After Original Application has been Filed) \$ 120.00 (Cross Action. Intrusion. Pleas of Privilege, Motion for New Trial)

Filing of action other than original	LGC §135.102(c)(1)	010-340-313	40.00
County Records Management And Preservation Account	LGC §135.102(c)(4)	145-350-313	5.00
Court-initiated Guardianship Fund	LGC §135.102(b)(11)	068-350-313	20.00
Public Probate Administrator Fund	LGC §135.102(b)(13)	068-350-313	10.00
<b>LOCAL CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)		<b>\$75.00</b>
<b>STATE CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)	500-350-313	<b>\$45.00</b>

#### Optional Fees that may need to be selected :

Issuing Citation	LGC §118.052(3)(A)	010-340-313	8.00
Posting/Service of Citations (EACH)	LGC §118.131	010-340-311	100.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00

### Inventory, Appraisement and list of Claims (after 90<sup>th</sup> day after Qualification Date) \$ 27.00

Filing Fee	LGC §118.052(2)(A)(i)	010-340-313	25.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00

### Final Account of Probate/Guardianship (ESTATE) (must be notarized) \$135.00

Filing Fee	LGC §118.052(2)(A)(vi)	010-340-313	25.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00

Sheriff's Fee (POST) & COPY	LGC §181.131 / LGC §118.052(3)(A)	010-340-311 / 010-340-313	108.00
<b>Annual/Final Report of Guardianship (PERSON ONLY) (must be notarized)</b>			<b>\$ 12.00</b>
Filing Fee	LGC §118.052(2)(a)(vi)	010-340-313	10.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00
<b>Annual Account of Probate/Guardianship (ESTATE) (must be notarized) (MUST SIT 10 DAYS)</b>			<b>\$27.00</b>
Filing Fee	LGC §118.052(2)(A)(iv)	010-340-313	25.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00
<b>Application for Sale of Real Property</b>			<b>\$ 135.00</b>
Filing Fee	LGC §118.052(2)(A)(v)	010-340-313	25.00
Judge's Signature	LGC §118.101(11)	010-340-310	2.00
Sheriff's Fee (POST) & COPY	LGC §181.131 / LGC §118.052(3)(A)	010-340-311 / 010-340-313	108.00
<b>Claim (paid by the Claimant at time of filing)</b>			<b>\$ TBD</b>
Filing Fee	LGC §118.052(2)(B)	010-340-313	10.00
If Judge's Order to approve is requested	LGC §118.101(11)	010-340-310	2.00
<b>Citations by Publication in Newspaper (Pay Clerk for Issuance of Citation and Posting only)</b>			<b>\$108.00</b>
Printing		(party responsible for publishing)	
Issuing Citation	LGC §118.052(3)(A)	010-340-313	8.00
Posting/Service of Citations (EACH)	LGC §118.131	010-340-311	100.00
<b>Civil Court/Occupational License (W/2 Certified Copies)/Hardship License/Foreign Judgments/Bond Forfeitures/Nondisclosure</b>			<b>\$350.00</b>
<i>(fee does not include citation or service)</i>			
<b>NAME OF FUND</b>	<b>STATUTE AUTHORIZING FUND</b>	<b>GL ACCOUNT</b>	<b>FEE</b>
Civil Fee Original Action (Clerk Fee)	LGC §135.101(b)(3)	010-340-313	50.00
County Records Management And Preservation Account	LGC §135.101(b)(4)	145-350-313	30.00
Courthouse Security Fee	LGC §135.101(b)(7)	030-350-313	20.00
Law Library	LGC §135.101(b)(6)	040-350-313	35.00
Facility Fee	LGC §135.101(b)(2)	030-350-313	20.00
Jury Fee	LGC §135.101(b)(9)	020-350-347	10.00
Dispute Resolution	LGC §135.101(b)(10)	500-350-313	15.00
Language Access Fund	LGC §135.101(b)(8)	020-350-321	3.00
Court Reporter Fee	LGC §135.101(b)(5)	020-350-346	25.00
Appellate Judicial System Fee	LGC §135.101(b)(1)	505-350-313	5.00
<b>LOCAL CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)		<b>\$213.00</b>
<b>STATE CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)	500-350-313	<b>\$137.00</b>
<b>Additional Fees that may need to be selected :</b>			
Issuing Citation	LGC §118.052 (3)(A)	010-340-313	8.00
Posting/Service of Citations (EACH)	LGC §118.131	010-340-311	100.00
Judge's Signature	LGC §118.101	010-340-310	2.00
<b>Adverse Action *CIVIL* (Any Action Filed After Original Application has been Filed (Cross Action, Intrusion, Pleas of Privilege OR Motion for New Trial)</b>			<b>\$ 80.00</b>
Filing of action other than original	LGC §135.101(c)(1)	010-340-313	15.00
County Records Management And Preservation Account	LGC §135.101(c)(2)	145-350-313	20.00
<b>LOCAL CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)		<b>\$35.00</b>
<b>STATE CONSOLIDATED FEE</b>	LGC Subchapter C/Section 135.101(b)	500-350-313	<b>\$45.00</b>
<b>Additional Fees that may need to be selected :</b>			
Issuing Citation	LGC §118.052 (3)(A)	010-340-313	8.00
Posting/Service of Citations (EACH)	LGC §118.131	010-340-311	100.00
Judge's Signature	LGC §118.052	010-340-310	2.00

Writs, Citation, Subpoenas, Garnishment				\$ 158.00
Service of Writ (Constable's Fee)	LGC §118.131	010-340-311	150.00	
Issuing Citation	LGC §118.052 (3)(A)	010-340-313	8.00	
Abstract of Judgment	LGC §118.052 (1)(B)(i)	010-340-313	\$8.00	

# HOUSTON COUNTY CLERK FEE SCHEDULE FOR MISCELLANEOUS FEES (REVISED 1/1/24)

You can find forms and instructions on our webpage at [www.co.houston.tx.us](http://www.co.houston.tx.us)

## MISCELLANEOUS FEES:

<b>Copies:</b> Drop to paper is \$1.00 per page	LGC §118.011 (a)(4); LGC §118.0145	010-340-313	\$1.00
Electronic to Electronic is .10 with a \$1.00 minimum. After 10 <sup>th</sup> page it is .10 a page.	LGC §51.318(b)(7)(A)	010-340-313	\$TBD
Certification on copies	LGC §118.011(a)(3)	010-340-313	\$5.00
Beer License	LGC §118.011 (a)(3)	010-340-313	\$5.00
Non-Disclosure (Automatic by Court) (filed in existing criminal case)	LGC §411.072	500-350-313	\$28.00
Posting Public Notices: Meetings	PC §51.002(f); LGC §118.011(c)	010-340-313	\$2.00
Search Fee (1 free search)	LGC §118.011(c)	010-340-313	\$10.00
Service by Certified Mail	LGC §118.052 (3)(F)	010-340-313	\$100.00
Return Check Charge	LGC §118.011(b)(11)	010-340-313	\$30.00
Wills for Safekeeping	LGC §118.052(3)(E)	010-340-313	\$5.00

## REGISTRY FEES AND STATUTES:

Registry Funds in interest bearing accounts Deposit/Withdrawal with Court Order Only	LGC §117.054(b)(1)	010-340-313	10% of interest earned
Registry Funds not earning interest Deposit/Withdrawal with Court Order Only	LGC §117.055(a)	010-340-313	Clerk retains 5% not to exceed \$50.00
Cash Bonds – filed in relation to a criminal offense Refunded with Court Order Only upon Presentation of Valid ID	LGC §117.055(a) CCP 17.02	010-340-313	Clerk retains 5% not to exceed \$50.00