

GRACIE ALANIZ-GONZALES, COUNTY CLERK, SAN PATRICIO COUNTY

400 W. SINTON STREET RM #124/P O BOX 578, SINTON, TEXAS 78387 * 361-364-9350

FEES OF OFFICE - EFFECTIVE JANUARY 1, 2010

RECORDING FEES FOR REAL PROPERTY RECORDS:

First page (incl. Rec. Mgmt. Fee, Court House Security & Archive Fee)	\$ 16.00
each page thereafter	4.00
each attachment to page	4.00
indexing each name over 5	.25

RECORD SEARCHES:

Federal Tax Lien, Abstract of Judgment, Hospital Lien, State Tax Lien (per name)	\$10.00
Assumed Name Certificate (per name)	5.00
Criminal, Probate, Civil (per name)	5.00

COPIES OF RECORDS:

Uncertified copies, per page	\$ 1.00
Certification	5.00
Microfiche, per fiche	3.50

ALL DOCUMENTS MUST BE SIGNED IN BLACK OR OTHERWISE RECORDABLE INK.

All Deeds and other documents transferring property must have an address of the grantee. A \$25.00 fee will be assessed in addition to the filing fees for any document not containing the proper address of the grantee.

All documents must have ample top, bottom, and side margins to allow room for filing information such as file numbers and page numbers.

All documents must have a proper heading defining the contents of the document, be properly signed, and properly acknowledged and signed by a Notary Public. If not, the document will be rejected by this office.

Notaries should be careful to have the proper information on each acknowledgment including the name of the person whose signature is being notarized. The notary must sign, print or stamp his name beneath his signature, press or stamp his seal, and note the date of expiration of his commission.

Title companies and abstractors will not be afforded office space in the County Clerk's Office except that which is afforded to any other member of the general public. Only that equipment which is no larger than an attache case and does not require electricity will be permitted.

No person will be permitted to remove any records from the County Clerk's office at any time.

Instruments recorded in the Real Property or Official Public Records of the County and executed on or after January 1, 2004 are not required to contain a Social Security number or driver's license number and are public records available for review by the public. (Chapter 11, Section 11.008, Property Code)

STANDARD FORMS:

UCC-1, STANDARD/NON-STANDARD	\$16.00	FIRST PAGE
	\$ 4.00	ADDITIONAL PAGES

If You Want UCC in both the UCC and Real Estate Records, you must submit one form to the designated county for Real Property Records only and one form to the Secretary of State to be recorded in UCC records.

CONTINUATIONS, OR AMENDMENTS:

UCC-3, STANDARD PER CHANGE	\$16.00	FIRST PAGE
UCC-3, NON-STANDARD, PER CHANGE	\$ 4.00	ADDITIONAL PAGES

These will be recorded in Real Property Records only, when wanting to amend or continue UCC record this will need to be done through the Secretary of State.

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TERMINATIONS:

UCC-3, STANDARD PER CHANGE	\$21.00
UCC-3, NON-STANDARD, PER CHANGE	\$36.00

If recording in Real Property Records add additional \$3.00.

UCC SEARCHES:

UCC-11, STANDARD SEARCH, PER DEBTOR	\$10.00
UCC-11, NON-STANDARD SEARCH, PER CHANGE	\$25.00
PHOTOCOPIES, PER PAGE	\$ 1.00

WE WILL NOT DO FINANCING STATEMENT SEARCHES BY PHONE. YOU MUST SUBMIT A UCC-11 FORM WITH THE APPROPRIATE FEE.

The following fees include the Courthouse Security Fee (\$1.00) and Record Management Fee (\$5.00) where applicable:

<u>Assume Name:</u>	\$ 9.50
Indexing each name	.50
<u>Abstract of Judgment or Release:</u>	\$ 16.00
For add'l pages after the first page	4.00
<u>Cattle Brand:</u>	
For one location on Animal	16.00
Each additional location of same brand	5.00
Optional certification of brand	2.00
<u>Hospital Liens or Release:</u>	16.00
<u>Federal Tax Liens or Release:</u>	16.00
<u>State Tax Liens or Release:</u>	9.00
<u>Recording Subdivision Plats:</u>	
First Page (includes Rec. Mgmt. and Courthouse Security Fee)	81.00
Second Page	70.00
Plat Copies	10.00
<u>FAX - Local:</u> Transaction Fee 2.00 Each Page	1.00

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VITAL STATISTICS:

Certified Copy of Birth Certificate, full size	\$23.00
Certified Copy of Death Certificate	\$21.00
Additional Copies of Death Certificate	\$4.00
Certified Copy of Marriage License	\$7.00
Marriage License (includes Rec. Mgmt. and Courthouse Security Fee)	\$72.00
Duplicate Copy of Marriage License if lost within 30 days of issuance (<i>Before Marriage</i>)	\$30.00
Declaration of Informal Marriage License (<i>includes Rec. Mgmt. and Courthouse Security Fee</i>)	\$32.00
Filing Court ordered Birth Certificate (<i>includes Rec. Mgmt. and Courthouse Security Fee</i>)	\$21.00

The following applications can be prepared in the Office of the County Clerk at no cost. However, the fees shown are payable to the **State Department of Health in Austin.**

Application to Amend Birth or Death Certificate (<i>\$15.00 to Amend, \$22.00 for Certified Copy</i>)	\$37.00
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PROBATE:

Application for Probate of Will, no citation	272.00
Application for Administration, no citation	272.00
Application for Muniment of Title, no citation	272.00
Application for Guardianship, no citation	272.00
New Application on Same Case Number	57.00
Determination of Heirship	272.00
Issue & Serve Citations, each person	90.00
Issue Citations (Private Processor), each person	4.00
Filing a Contest of Will	40.00
Filing an Answer	No Charge
Affidavit of Small Estate	217.00
Claim against Estate and Approval	2.00
Probate/Annual, Final Account, Application for Sale of Real Property	25.00
Probate/Filing Annual Reports or Final Reports	10.00
Sale of Real Estate Without Guardian	85.00
Will for Safekeeping	5.00
Letters Testamentary	2.00
Letters of Administration or Guardianship	2.00
Approval of all orders by Judge	2.00
Uncertified copies, per page	1.00
Certification for certified copies, per page	2.00
Inventories	25.00
Jury Fee	22.00

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PROBATE WILL, ADMINISTRATION OR GUARDIANSHIP, DETERMINE/HEIRSHIP, MUNIMENT/TITLE	
Basic Civil Legal Indigent (Local Gov. Code 51.901).....	10.00
Clerk (Local Gov. Code 118.052(2)(a)(I)).....	40.00
Judge	2.00
Law Library (Local Gov. Code 323.023 set by Comm. Ct).....	35.00
Sheriff, Posting Notice (Local Gov. Code 118.131).....	15.00
Contingency Fund	5.00
Record Management (Local Gov. Code 118.011(b)(2)).....	5.00
Courthouse Security (Local Gov. Code 291.008).....	5.00
Probate Continue Education (Local Gov. Code 118.064).....	3.00
Dispute Resolution Center	10.00
Judicial Fund (Local Gov. Code 118.064).....	40.00
JSF/PC (Gov. Code 101.083).....	42.00
Court Reporter Service Fund (Gov. Code 51.601(a)).....	15.00
Probate Guardianship Fee (Gov. Code 118.051 (5)).....	20.00
Administering Oath (Gov. Code 118.052 (2) (b)(iii)	2.00
Technology Fee	10.00
Court Records Preservation Fee (LGC 133.153).....	10.00
	TOTAL: 272.00

Plus: Issue Citation, (Private Processor) each person 4.00 Service In-County Citation 90.00

SMALL ESTATES

Basic Civil Legal Indigent (Local Gov. Code 51.901).....	10.00
Clerk (Local Gov. Code 118.052(2)(A)(i)).....	20.00
Judge	2.00
Law Library (Local Gov. Code 323.023 set by Comm. Ct).....	35.00
Contingency Fund	5.00
Record Management (Local Gov. Code 118.011(b)(2)).....	5.00
Courthouse Security (Local Gov. Code 291.008).....	5.00
Probate Continue Education (Local Gov. Code 118.064).....	3.00
Dispute Resolution Center	10.00
Judicial Fund (Gov. Code 51.702 set by Comm. Ct.).....	40.00
JSF/PC (Gov. Code 101.083).....	42.00
Probate Guardianship Fee (Gov. Code 118.051 (5)).....	20.00
Technology Fee	10.00
Court Records Preservation Fee (LGC 133.153).....	10.00
	TOTAL: 217.00

Plus Recording Fee: First Page 9.00 Each Additional Page 2.00

COMMUNITY ADMINISTRATION FOREIGN WILL - NO LETTERS

Basic Civil Legal Indigent (Local Gov. Code 51.901).....	10.00
Clerk (Local Gov. Code 118.052(2)(A)(i)).....	40.00
Judge	2.00
Law Library (Local Gov. Code 323.023 set by Comm. Ct).....	35.00
Contingency Fund	5.00
Record Management (Local Gov. Code 118.011(b)(2)).....	5.00
Courthouse Security (Local Gov. Code 291.008).....	5.00
Probate Continue Education (Local Gov. Code 118.064).....	3.00
Dispute Resolution Center	10.00
JSF/PC (Local Gov. Code 101.083).....	42.00
Judicial Fund (Local Gov. Code 51.702 set by Comm. Ct.).....	40.00
SUPIGF (Local Gov. Code 118.051(5))	20.00
Technology Fee	10.00
Court Records Preservation Fee (LGC 133.153).....	10.00
	TOTAL: \$237.00

Not Including Any Service:

Issue Citation, (Private Processor) each person 4.00 Service In-County Citation 90.00

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<u>TEST, TRUST, COMMUNITY SURVIVOR, SALE MINOR INTEREST W/O GUARDIANSHIP,</u>	
<u>ADJUDICATION INCAPACITATE SPOUSE</u>	
Basic Civil Legal Indigent (<i>Local Gov. Code 51.901</i>).....	10.00
Clerk (<i>Local Gov. Code 118.052(2)(A)(i)</i>).....	40.00
Judge (<i>Local Gov. Code 118.052(2)(B)(I) \$2. Per order</i>).....	2.00
Law Library (<i>Local Gov. Code 323.023 set by Comm. Ct</i>).....	35.00
Alternate Dispute Center	10.00
Contingency Fund	5.00
Record Management (<i>Local Gov. Code 118.011(b)(2)</i>).....	5.00
Courthouse Security (<i>Local Gov. Code 291.008</i>).....	5.00
Probate Continue Education (<i>Local Gov. Code 118.064</i>).....	3.00
JSF/PC (<i>Local Gov. Code 101.083</i>).....	42.00
Judicial Fund (<i>Local Gov. Code 51.702 set by Comm. Ct.</i>).....	40.00
Court Reporter Service. Fund (<i>Local Gov. Code 51.601(a)</i>).....	15.00
Technology Fee	10.00
Court Records Preservation Fee (<i>LGC 133.153</i>).....	10.00
	TOTAL: \$232.00

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CIVIL:

Filing Petition, (includes Personal Service, one person)	\$307.00
Filing Petition	\$227.00
Petition for Occupational Drivers License	\$212.00
Citations, (personal service for each additional person)	\$90.00
Issuing Citations, (Private Processor) each person	\$4.00
Filing Cross Action or Amended Petitions	\$35.00
Issuing Abstract of Judgment	\$5.00
Recording Abstract of Judgment (includes Rec. Mgmt. and Courthouse Security Fee)	\$16.00 plus 4.00
Recording Execution (includes Rec. Mgmt. and Courthouse Security Fee)	\$11.00
Issuing Writs	\$5.00
Service on all Writs	\$150.00
Jury Fee	\$22.00

CIVIL, ONE PERSONAL SERVICE

Basic Civil Legal Indigent (Gov. Code 51.901).....	10.00
Clerk (Local Gov. Code 118.052(1)(A)(ii)).....	40.00
Law Library (Local Gov. Code 323.023 set by Comm. Ct).....	35.00
Contingency Fund.....	5.00
Dispute Resolution Center.....	10.00
Record Management (Local Gov. Code 118.011(b)(2))	5.00
Judicial Fund (Gov. Code 51.702 set by Comm. Ct.).....	40.00
JSF/PC (Gov. Code 101.083).....	42.00
Courthouse Security (Local Gov. Code 291.008)	5.00
Sheriff.....	90.00
Court Reporter Svc. Fund (Gov. Code 51.601(a))	15.00
Technology Fee	10.00
Court Records Preservation Fee (LGC 133.153).....	10.00
	\$317.00

Other Fees:

Issue Additional Citations	4.00	Additional Citations.....	90.00
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CIVIL, NO SERVICE

Basic Civil Legal Indigent (Gov. Code 51.901)	10.00
Clerk (Local Gov. Code 118.052(1)(A)(ii))	40.00
Law Library (Local Gov. Code 323.023 set by Comm. Ct)	35.00
Dispute Resolution Center	10.00
Contingency Fund	5.00
Record Management (Local Gov. Code 118.011(b)(2))	5.00
Courthouse Security (Local Gov. Code 291.008)	5.00
Judicial Fund (Gov. Code 51.702 set by Comm. Ct.)	40.00
JSF/PC (Gov. Code 101.083)	42.00
Court Reporter Svc. Fund (Gov. Code 51.601(a))	15.00
Technology Fee	10.00
Court Records Preservation Fee (LGC 133.153).....	10.00
	\$227.00

Other Fees:

Issue Citations.....	4.00
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FEES OF OFFICE - EFFECTIVE JANUARY 1, 2010

OCCUPATIONAL DRIVERS LICENSE

Basic Civil Legal Indigent (<i>Gov. Code 51.901</i>)	10.00
Clerk (<i>Local Gov. Code 118.052(1)(A)(ii)</i>)	40.00
Law Library (<i>Local Gov. Code 323.023 set by Comm. Ct</i>)	35.00
Contingency Fund	5.00
Dispute Resolution Center	10.00
Record Management (<i>Local Gov. Code 118.011(b)(2)</i>)	5.00
Judicial Fund (<i>Gov. Code 51.702 set by Comm. Ct.</i>)	40.00
JSF/PC (<i>Gov. Code 101.083</i>)	42.00
Courthouse Security (<i>Local Gov. Code 291.008</i>)	5.00
Technology Fee	10.00
Court Records Preservation Fee (<i>LGC 133.153</i>).....	10.00
	\$212.00

PLUS \$10.00 CHECK payable to:

**Texas Department of Public Safety
Safety Responsibility Bureau
P.O. Box 4087 N A S
Austin, Texas 78773**

