

FEE SCHEDULE - OFFICIAL PUBLIC RECORDS

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EFFECTIVE JANUARY 1, 2014

Texas Property Code 11.003, effective Jan. 1, 1982: Requires that each grantee's mailing address be in or attached to any document conveying real property executed after December 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 filing 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(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. **LCG 191.007(3):** Printed in type no smaller than 8 point type. **Property Code 12.001(b) & 12.011:** Must have live signature and proper acknowledgement.

Real Property Recording

FEE	CODE	STATUE	AMOUNT
Recording Fee (first page)		LGC 118.011	5.00
Records Management		LGC 118.011(b) (2)	10.00
Records Archive		LGC 118.011(f)	10.00
Courthouse Security		LGC 291.008(d)	1.00
		TOTAL (first page)	26.00

Each additional page or part on which there are visible marks of any kind LGC 118.011(a) (1) **4.00**

Each additional name to be indexed in excess of five (5) LGC 118.011(a) (2) **.25**

Federal Tax Lien/Release of Lien

Recording Fee		Property Code 14.005	10.00
Records Management		LGC 118.011(b) (2)	10.00
Records Archive		LGC 118.011(f)	10.00
Courthouse Security		LGC 291.008(d)	1.00
		TOTAL	31.00

State Tax Lien/Release of Lien

Recording Fee		LGC 118.011	5.00
Records Management		LGC 118.011(b) (2)	10.00
Courthouse Security		LGC 291.008(d)	1.00
		TOTAL (first page)	16.00

UCC/FINANCING STATEMENT RECORDS

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 Official Public Records if the collateral is timber, mineral, oil, gas or fixtures and regular filing fees apply.

The instruments are filed and recorded in a safe and permanent manner and an index is provided so records may be easily and completely retrieved. Your documents must be the original or a certified copy.

A page is considered to be one side of a sheet of paper; must be no wider than 8 ½ inches and no longer than 14 inches, have a sufficient weight so that printing, typing, or handwriting on it will not smear or bleed through and be printed in type not smaller than eight-point type and be suitable for reproducing from it a readable record. **LGC 191.007 (b) (1, 2, 3)**

There must be a clearly identifying heading placed at the top of the first page to identify the type or kind of legal paper. **LGC 191.007 (c)**

Printing, typing, and handwriting must be clearly legible. **LGC 191.007 (d)**

The signatures must be original. Names must be legibly typed or printed immediately under each signature. **LGC 191.007 (e)**

All photostats, photocopies, and other types of reproduction must have black printing, typing, or handwriting on a white background, commonly known as positive prints. **LGC 191.007 (f)**

The property must be located in Brown County.

There must be a proper and completed original notary acknowledgment.

All documents must have a return address listed on the bottom of the page or the back of the page.

A margin of at least an inch is required on top, bottom, left and right on each page of a document for Volume and Paging.

The filing fee is \$26.00 for the first page and \$4.00 for each additional page.

An instrument executed after December 31, 1981, conveying an interest in real property, must have a mailing address of each grantee listed on the instrument. **Property Code 11.003**

Abstract of Judgments must have the mailing address of each plaintiff or judgment creditor listed on the abstract of judgment. **Property Code 52.0041 (a) (1)**

The cut off time for recording instruments is 4:30 P.M., no exceptions.

This office does not accept faxed copies or electronic filings at this time.