

**HAYS COUNTY CLERK FEES \* RECORDS DIVISION \* 01/01/2024**  
**LGC §118.011**

**OFFICIAL PUBLIC RECORDS:**

**STANDARD DOCUMENTS**

First page	\$ 25.00
Each additional page of the document	\$ 4.00
Each additional name (after first 5) to be indexed	\$ 0.25
<b>Plat</b> (Must be approved by County or City)	<b>\$ 70.00 per page</b>
Plus Rec Mng (\$5)Security Fee (\$1)	<b>\$ 50.00 (each additional page)</b>
<b>State Tax Liens [exempt from Archive Fee]</b>	<b>\$ 15.00</b>
Each additional page of the document	\$ 4.00
<b>Federal Tax Liens [Prop Code 14.001-14.007]</b>	<b>\$ 30.00</b>
Each additional page of the document	\$ 4.00

**UCC Filed in Real Property Records:** We accept only those UCC's required to be filed in the real property records (fixture filings). \*Same filing fee as standard documents listed above\*

**ASSUMED NAME CERTIFICATES**

Business Name registered (with one Registrant)	\$ 25.00 first signature
For each additional signature of Registrant listed	\$ .50 each additional signature

**CATTLE BRAND REGISTRATION**

**A Certificate of Registration is issued for each Mark/Brand**

**\$ 25.00 each location**

**MARRIAGE LICENSE**

Marriage License <u>without</u> Premarital Education Course Certificate	\$ 81.00 (cash or credit)
Marriage License <u>with</u> Premarital Education Course Certificate	\$ 21.00 (cash or credit)
Informal Marriage License [no ceremony/declaration]	\$ 46.00 (cash or credit)
Marriage License - Both Applicants from Out of State	\$ 181.00 (cash or credit)

**POSTING MEETING OR FORECLOSURE NOTICES**

**\$ 2.00 each**

**COPIES**

Birth Record	\$ 23.00 each
Death Record	\$ 21.00 1st copy
for each additional copy	\$ 4.00 each
Marriage License – certified copy of original	\$ 20.00 each
Plats- (18 X 24)	\$ 4.00 each page
Emailed Plats	\$ 2.00 per page
Legal document (not otherwise specified) a fee to be paid at time copy is made:	
Plain copy with no certificate	
<u>Certified Copy</u>	\$ 1.00 per page
County Clerk's Certificate	\$ 1.00 per page +
Note: Certificate must be placed on each page certified	\$ 5.00 per doc

**SEARCHES:**

Birth Record Search Fee if not found:	\$ 23.00 each name
Death Record Search Fee if not found:	\$ 21.00 each name

**EVERY DOCUMENT MUST HAVE:** (1) a heading at the top of the first page to identify the type of legal paper, (2) names typed or printed under signatures, (3) signatures must be notarized, and (4) contain an address for the grantee. Documents not meeting these requirements may be rejected or charged double the recording fees as set out by statute.

**Some of the filing fees listed above include the following additional fees:**

Recording Fee [LGC 118.013] = \$5    Records Management Fee [LGC 118.0216] = \$10  
Archives Fee [LGC 118.025] = \$10    Vital Preservation Fee [HSC 191.0045(h)] = \$1