

FEE SCHEDULE

CASS COUNTY CLERK
CASS COUNTY COURTHOUSE
P. O. BOX 449
100 E HOUSTON ST
LINDEN, TX 75563
903-756-5071
FAX 903-756-8057

Office Hours:

Monday - Thursday 8 am – 4:30 p.m.

Friday 8 a.m. – 3:30 p.m.

**No marriage license issued after 4 p.m. Monday – Thursday or
after 3 p.m. on Friday**

CASH ONLY FOR MARRIAGE LICENSE

**WE DO NOT ACCEPT DEBIT OR CREDIT
CARDS BY PHONE OR IN PERSON**

Copies can be purchased on line with credit/debit card

<https://cc.co.cass.tx.us/>

Though not required by law, we prefer blue ink be used for signatures to distinguish from copies.

RECORDING FEES FOR OFFICIAL PUBLIC RECORDS

Fees must be submitted at time of filing. THIS OFFICE DOES NOT ISSUE REFUNDS, NOR DO WE HOLD DOCUMENTS UNTIL FEE ARRIVES. BE SURE YOU SEND THE CORRECT FILING FEE OR DOCUMENT WILL BE RETURNED. Documents filed for record, excluding plats and military discharges, are kept in the office for approximately one week after filing and are then returned by mail. Please do not include a death certificate as an exhibit to a document, as death certificates are not public records in Texas.

FILING FEE OPR RECORDS

Deeds, deeds of trust, release of liens, powers of attorney, abstracts of judgment, modification, assignments, transfers, oil and gas leases, UCC's (timber, minerals, oil, gas or fixtures) . We will only record documents that are authorized by statute to be recorded.

Recording Fee first page	Local Govt Code 118.011	\$ 5.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL first page		\$26.00
Each add'l page	Local Govt Code 118.011(a)(1)	4.00
Each add'l name in excess of 5	Local Govt Code 118.011 (a)(2)	.25

FEDERAL TAX LIENS AND RELEASE

Recording Fee	Property Code 14.005	\$10.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL		\$31.00

STATE TAX LIENS AND RELEASE

Recording Fee	Local Govt Code 18.011	\$ 5.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL		\$16.00

ASSUMED NAME CERTIFICATES/ABANDONMENT

Recording Fee (includes 1 owner name and business name)	TX Bus. & Commerce 71.155(1)(1)(2)	\$ 3.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL		\$24.00
Add .50 cents for each additional name indexed	Tx Bus & Commerce 71.115(a)(2)	

PLATS (plats for new subdivisions must be approved by Commissioners' Court before filing See plat standards)

9x12 (small)

Recording Fee	Local Govt Code 118.011©	\$15.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL		\$36.00

18x24 (large)

Recording Fee	Local Govt Code 118.011(c)	\$25.00
Records Mgmt	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	<u>1.00</u>
TOTAL		\$46.00

CATTLE BRANDS

Recording Fee (one brand one location)	Local Govt Code 118.020(a)(9) & TX Ag. Code 144.110	\$ 5.00
Records Mgmt	Local Govt 118.011(b)(2)	10.00
Records Archive	Local Govt 118.011(f)	10.00
Courthouse Security	Local Govt 291.008(d)	<u>1.00</u>
TOTAL		\$26.00
Each additional location	add	5.00

MILITARY DISCHARGE

No Charge

COPIES

NO REQUESTS FOR COPIES ARE TAKEN BY PHONE. WE MUST RECEIVE FEE BEFORE COPIES CAN BE MAILED. WE DO NOT FAX COPIES. REQUESTS FOR BIRTH, DEATH AND MILITARY DISCHARGE RECORDS MUST INCLUDE COPY OF DRIVER'S LICENSE OR ID CARD.

You can access OPR records online at <https://cc.co.cass.tx.us/>. Copies can be paid for online with a credit card and printed.

OPR, PROBATE, CRIMINAL

Plain	Local Govt Code 118.011(a)(4)	\$ 1.00 per page
Certified Copies	Local Govt Code 118.011(a)(3)	\$ 1.00 per page plus \$5 for certification Per document

WE ONLY CERTIFY COPIES MADE BY THE CASS COUNTY CLERK'S OFFICE. We will file-mark copies provided by customers

PLAT: Local Govt Code 118.011 (c) \$5.00 any size

MARRIAGE RECORDS:

Plain	Local Govt Code 118.011(a)(4)	\$1.00
Certified	Local Govt Code 118011(c)	\$10.00

BIRTH CERTIFICATES: ID REQUIRED

(We can only issue certified copies of birth certificates. You must be immediate family (mother, father, sister, brother, child, step-parent) to obtain a copy of a birth certificate other than your own.

Clerk's Fee	Local Govt Code 118.015(a) TAC 181.22 and HSC 191.0045	\$20.20
Vital Statistics Fee	HSC 191.0045	1.80
Vital Statistics Pres Fee	HSC 191.0045	<u>1.00</u>
TOTAL		\$23.00

DEATH CERTIFICATES: ID REQUIRED

(We can only issue certified copies of death certificates. You must be immediate family (mother father sister brother, child, step-parent) to obtain a copy

Clerk’s Fee	Local Govt Code 118.015(a) TAC 181.22(b)(s) HSC 191.0045	\$20.00
Vital Statistics Fee	HSC 191.0045	<u>1.00</u>
TOTAL		\$21.00
Each additional copy ordered at the same time	HSC 191.0045	4.00

MILITARY DISCHARGES: ID REQUIRED

No Charge

You must be immediate family (mother, father, sister, brother, child, step parent) to obtain a copy other than your own

SCHOOL RECORD

Local Govt Code 118.011(c)	\$3.00
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MARRIAGE LICENSES

No marriage license issued after 4 p.m. Monday – Thursday or 3 p.m. on Friday

Both parties must appear in person with a valid drivers license, state ID or certified copy of birth certificate. If applicant can not appear in person, they must complete an Affidavit of Absent Applicant. Contact Clerk’s office for details on the Affidavit of Absent Applicant. Proxy marriages can only take place for those in the United States armed forces stationed in another country in support of combat or another military operation

Without Education Course: 72 hour waiting period before license can be used

License fee	Local Govt Code 118.011(a)(7)	\$60.00
Records Mgmt Fee	Local Govt Code 118.011(b)(2)	10.00
Records Archive Fee	Local Govt Code 118.011(f)	10.00
Courthouse Security Fee	Local Govt Code 291.008(d)	1.00
Vital Statistics Pres Fee	HSC 191.0045	<u>1.00</u>
TOTAL		\$82.00 cash only

With Education Course 72 hour waiting period waived

License Fee	Local Govt Code 118.011(a)(7)	waived
Records Mgmt Fee	Local Govt Code 118.011(b)(2)	\$10.00
Records Archive Fee	Local Govt Code 118.011(f)	10.00
Courthouse Security fee	Local Govt Code 291.008(d)	1.00
Vital Statistics Pres. Fee	HSC 191.0045	<u>1.00</u>
TOTAL:		\$22.00 cash only

Informal Marriage License

License Fee	Local Govt Code 118.011(a)(8)	\$25.00
Records Mgmt fee	Local Govt Code 118.011(b)(2)	10.00
Records Archive	Local Govt Code 118.011(f)	10.00
Courthouse Security	Local Govt Code 291.008(d)	1.00
Vital Statistics Pres Fee	HSC 191.0045	<u>1.00</u>
TOTAL:		\$47.00 cash only

DUPLICATE MARRIAGE LICENSE (not a certified copy)

License Fee	Local Govt Code 118.011(a)(7)	\$30.00
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SEARCHES

NO SEARCHES BY PHONE

The only search we are required by statute to perform is an IRS tax lien search.

BIRTH/DEATH VERIFICATION SEARCH

Local Govt Code 118.015(a) TAC181.22(g)	\$10.00
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Federal Tax Lien Search

TX Property Code 14.004	\$10.00
Bus. & Commerce Code 9.525(d)(1)	

Criminal

\$5.00 per name

Probate

\$5.00 per name

IT IS EXPRESSLY UNDERSTOOD THAT THE CASS COUNTY CLERK'S OFFICE DOES NOT GUARANTEE THE CORRECTNESS OF SAID RECORD NOR SHALL WE BE IN ANY WAY LIABLE FOR CASES LISTED OR OMITTED IN ERROR.

THE ABOVE SEARCHES LISTED ARE THE ONLY SEARCHES WE PERFORM. PERSONS INVOLVED IN GENEALOGY RESEARCH MUST APPEAR IN PERSON TO SEARCH RECORDS OR SUBMIT A REQUEST IN WRITING WITH THE EXACT RECORD THEY ARE SEARCHING FOR.

RETURNED CHECK FEE

Local Govt Code 118.011(b)(1)	\$30.00
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POSTING PUBLIC NOTICES

(Notice of Trustee Sale, Notices of Open Meetings)

Fee Local Govt Code 118.011(c) AG Opinion GA-0152	\$2.00
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