

**BETTY OUTLAW, BOSQUE COUNTY CLERK**  
**P.O. BOX 617, MERIDIAN, TEXAS 76665**  
**254-435-2201**  
**Email: room106@htcomp.net**

**CIVIL FEE SCHEDULE**

**VITAL STATISTIC RECORDS:**

Birth Search/Certificate (closed to general public for 75 years)	23.00
Death Search/Certificate (closed to general public for 25 years)	21.00 1 <sup>st</sup> copy 4.00 additional
Marriage License	37.00
Marriage License search and verification	20.00
Declaration of Informal Marriage	32.00
Veteran's Discharge Papers	Free of charge

**DOCUMENT FILING FEES:**

Official Public Records	16.00 1 <sup>st</sup> page 4.00 additional
Each name in excess of 5 to be indexed	0.25

*A document can be filed if it meets the following requirements:* Original documents with original signatures; printing is clear and legible; all parties required to sign have done so before a notary and that notary has also signed, sealed and dated the document; the grantor's and grantee's addresses are listed; and the description of property is listed. Notary seals need to be clear and dark enough for recording. Property records are not accepted for filing same day after 4:00 p.m.

**MISCELLANEOUS:**

Register a Brand	11.00
Posting Notice of Foreclosures	3.00
Subdivision Plats (record in Plat Book)*	31.00
*(Must first be presented to Commissioner's Court for approval.)	
Search Fee	5.00
Certified Copy (per document)	5.00
Plain Copy of Document	1.00

**PROBATE CASES:**

<u>Small Estate Filing Fees</u>		174.00
Judicial Fund	40.00	
County Clerk	40.00	
County Judge	2.00	
Judge Education	5.00	
Law Library	35.00	
Record Preservation	5.00	
Security Fund	5.00	
Indigent Service Fee	5.00	
Judiciary Fund	37.00 (per HB 11, 2 <sup>nd</sup> special session 79 <sup>th</sup> Legislature)	

<u>Probate, Guardianship, Application to Determine Heirship Filing Fees</u>		211.00
Judiciary Fund	40.00	
Judge Education	5.00	
Law Library	35.00	
County Clerk	40.00	
County Judge	10.00	
Constable Fee	25.00	
Record Preservation	5.00	
Security Fund	5.00	
Indigent Service Fee	5.00	
Citation Fee	4.00	
Judiciary Fund	37.00 (per HB 11, 2 <sup>nd</sup> special session 79 <sup>th</sup> Legislature)	

***Personal Service of Citation \$60.00 more per service***

<u>Adverse Probate Action</u>	40.00
<u>Administering Oath</u>	2.00
<u>Approving and Recording Bond</u>	3.00
<u>Claim Against Estate</u>	2.00
<u>Filing Annual or Final Account – Probate</u>	25.00
<u>Filing Annual or Final Account – Guardianship</u>	10.00
<u>Filing Application for Sale of Real or Personal Property</u>	25.00
<u>Filing Inventory &amp; Appraisal after 120<sup>th</sup> Day</u>	25.00
<u>Letters Testamentary</u>	2.00
<u>Safekeeping of Will</u>	5.00
<u>Services Rendered after Judgment in Original Action</u>	
Abstract of Judgment	5.00
Execution, Order of Sale, Writ, or Other Process	5.00

***Absolutely no information will be given over the phone regarding probates.*** With a written request and a \$5.00 search fee per name the Cause number will be given. Any information regarding contents of the probate may be purchased at \$1.00 per page. There is a \$5.00 fee for certifying an entire file with cover-page, the fee is \$5.00 per document for a partial file.

An attorney must draw up all probates. The application must be signed, accompanied by an original will. Copies are file-marked and returned. The filing fee includes two copies of Letters Testamentary. Probates accepted for filing after 3:00 p.m. will be filed and posted the following day.

**CIVIL SUITS:**

<u>Protective Order, Judgment Nisi, Others</u>	236.00
County Clerk	40.00
Law Library	35.00
Judicial Fund	40.00
County Judge	5.00
Record Preservation	5.00
Security Fund	5.00
Citation	4.00
Indigent Service Fund	5.00
Judiciary Fund	37.00 (per HB 11, 2 <sup>nd</sup> special session 79 <sup>th</sup> Legislature)
Constable Fee	60.00
(If citation will be served out of Bosque County, subtract the \$60.00 Constable fee. Citations will be forwarded to the attorney's office to be mailed to the proper county with their personal check. We will not collect for out-of-county service.)	
<u>Occupational Driver's License</u>	183.00
County Clerk	40.00
County Judge	5.00
Law Library	35.00
Judicial Fund	40.00
Record Preservation	5.00
Security Fund	5.00
Indigent Service Fund	5.00
2 Certified Copies	12.00
Judiciary Fund	37.00 (per HB 11, 2 <sup>nd</sup> special session 79 <sup>th</sup> Legislature)
<u>Civil Appeal from Justice of the Peace Court</u>	82.00
County Clerk	40.00
Preservation Fee	5.00
Judiciary Fund	37.00 (per HB 11, 2 <sup>nd</sup> special session 79 <sup>th</sup> Legislature)
<i>Personal Service of Citation \$60.00 more per service</i>	
<u>Request for Jury Trial</u>	22.00
<u>Services Rendered after Final Judgment in Original Action</u>	
Abstract of Judgment	5.00
Execution, Order of Sale, Writ or Other Process	5.00
<u>Mail Service of Process is the same as Constable Fee</u>	60.00
<u>Filing of Action other than Original</u>	30.00