



**KRYSTAL VALDEZ, COUNTY CLERK**

109 S. Jackson St., 2<sup>nd</sup> Floor, Waxahachie, Texas 75165

P.O. Box 250, Waxahachie, Texas 75168

Office Hours: Monday – Friday 8:00 a.m. to 4:30 p.m.

Phone: 972-825-5070 Fax: 972-825-5075 Email: [elliscountyclerk@co.ellis.tx.us](mailto:elliscountyclerk@co.ellis.tx.us)

**Fee Schedules – Effective 10/1/2019**

**OFFICIAL PUBLIC RECORD FEES**

**(all documents must have return address)**

**RECORDING FEES**

Documents

First Page ..... \$26.00

Additional Charges

Each additional page, part of page or rider ..... \$4.00

Each additional name, after the first five (5) names ..... \$0.25

Maps/Plat

First Page ..... \$71.00

Each Additional Page ..... \$25.00

Tax Certificate ..... \$4.00

UCC Financing Statement ..... \$36.00

UCC Financing Statement, 3 or more pages ..... \$51.00

Federal Tax Lien/Release ..... \$31.00

State Tax Lien/Release

First Page (filed by state agency) ..... \$16.00

First Page (all others) ..... \$26.00

Each additional page ..... \$4.00

Assumed Name Certificate

One Registrant/Owner ..... \$23.00

Each additional Registrant/Owner ..... \$.50

Abandonment of Assumed Name

One Registrant/Owner ..... \$23.00

Each additional Registrant/Owner ..... \$.50

Mark/Brand Registration (each location) ..... \$26.00

Hospital Lien/Release ..... \$26.00

**Posting Fees:**

Posting Public Notices ..... \$3.00

**Copies/Miscellaneous Fees**

Copies	Local Government Code §118.0145	\$1.00/Per Page
Certification of Copies	Local Government Code §118.014	\$5.00 Each
Copy of Federal Tax Lien	Property Code §14.004 & Government Code §405.031	\$15.00 + \$1.00/Per Page
Full Size Copy of Plat/Map	Local Government Code §118.011	\$10.00 Each

**MAIL DOCUMENTS TO: KRYSTAL VALDEZ, COUNTY CLERK  
P.O. BOX 250  
WAXAHACHIE, TEXAS 75165**

**MAKE CHECKS PAYABLE TO: ELLIS COUNTY CLERK**

**Checks must include phone number and driver's license number.**

**Temporary checks will not be accepted.**

**Checks older than 90 days will not be accepted.**

**All checks must clear bank before a refund will be issued.**

**Returned check fee: \$25.00**

**NOTE: A 2.4% or minimum \$1 processing fee will be applied to all credit and debit card transactions**