

Floyd County Clerk’s Office

Fee’s & Hours of Operation

**FEES:**

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| Document | Cost $ |
| Recording Fees | $ 25.00 for the first page, $4.00 each additional page.  |
| Recording Fees - Additional Names | $0.25 per each additional name after 5. |
| Birth Certificate | $23.00 |
| Death Certificate | $21.00 for the first copy, $4.00 each additional. |
| Probate of Will, Guardianship & Muniment of Title | $360.00 |
| Essential Needs License | $350.00 |
| Other Civil | $350.00 |
| Formal Marriage License | $71.00 |
| Formal Marriage License w/ TX Twogether | $22.00 |
| Informal Marriage License | $36.00 |
| Certified Copy-Marriage License | $21.00 |
| Assumed Name Certificate | $25.00 |
| Marks & Brands | $25.00 for 1 location, each addt. location $5.00 |
| Military Discharge Copy | FREE |
| Xerox Copies | $1.00/page |
| Certified Copies | $5.00 for the first page, $1.00/each addt. page. |
| Exemplified Copies | $15.00 for the first page, $1.00/each addt. page |
| Letters Testamentary | $2.00 |

**HOURS OF OPERATION**

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| TYPES | HOURS |
| Regular Business Hours | Mon-Thur 8:00 a.m. – 5:00 p.m. & Fri. 8:00 a.m. – 3:00 p.m. |
| Real Property Record Filings | Mon-Thur 8:00 a.m. – 4:00 p.m. & Fri. 8:00 a.m. – 2:00 p.m. |
| Marriage License Applications | Mon-Thur 8:00 a.m. – 4:00 p.m. & Fri. 8:00 a.m. – 2:00 p.m. |

**INFORMATION:**

**SEARCHES:**

**The County Clerk and Staff will not conduct searches that are not authorized by statute.  The record search authorized by statute is Federal Tax Liens (Texas Property Code 14.004(d).**

**LEGAL ADVICE:**

**Clerks canNOT give legal advice.**

 **Unauthorized Practice of Law - Government Code, Sec. 81.101: Clerks cannot give advice or the rendering of any service requiring the use of legal skill or knowledge, such as preparing an instrument.**

**County Clerk’s Office are NOTARIES.**

**The County Clerk’s Office will NOT ACCEPT photo copies.**

**FILING DOCUMENTS:**

* **We will only accept ORIGINAL or CERTIFIED COPIES of original documents to file**
* **ALL documents must be prepared, signed and notarized prior to filing.**
* **We will accept filings by personal appearance or by mail.**
* **Any documents filed by mail will be returned to the sender once the document has been recorded.**