



KRYSTAL VALDEZ, COUNTY CLERK

109 S. Jackson St., 2nd 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

Fee Schedules – Effective 10/1/2019

OFFICIAL PUBLIC RECORD FEES

(all documents must have return address)

RECORDING FEES

Documents

First Page	\$26.00
Each additional page, part of page or rider	\$4.00

Maps/Plat

First Page	\$70.00
Each Additional Page	\$25.00
Tax Certificate	\$4.00

UCC Financing Statement	\$36.00
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UCC Financing Statement, 3 or more pages	\$51.00
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Federal Tax Lien/Release	\$31.00
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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
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Hospital Lien/Release	\$26.00
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Posting Fees:

Posting Public Notices	\$3.00
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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
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

Returned check fee: \$25.00

**Checks older than 90 days will not be accepted
All checks must clear bank before a refund will be issued**

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