**TABATHA FERGUSON**

**BOSQUE COUNTY CLERK**

**P.O. BOX 617**

**110 SOUTH MAIN, ROOM 110**

 **MERIDIAN, TEXAS 76665**

**254-435-2201**

**Email: county\_clerk@bosquecounty.us**

**2015 POLICIES FOR FILING, COPIES & SEARCH FEES**

**VITAL STATISTIC RECORDS:**

***Certified copies of:***

Birth Certificate (closed to general public for 75 years) 23.00

Death Certificate (closed to general public for 25 years) 21.00 1st copy

 4.00 additional

Marriage License 6.00

Veteran’s Discharge Papers (closed to general public) Free of charge for qualified applicant

***Purchasing new:***

Marriage License (without education certificate) 82.00 (cash only)

Marriage License (with certificate from Twogether in Texas) 22.00

Declaration of Informal Marriage 47.00

**DOCUMENT FILING FEES:**

Official Public Records (includes Brands) 26.00 1st 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 4:45 p.m.

**MISCELLANEOUS:**

Posting Notice of Foreclosures 3.00

Subdivision Plats\* (see Rules & Regulations for Subdivisions) 40.00 1st page

\*(Must first be presented to Commissioner’s Court for approval.) 5.00 additional

Search Fee – Per Name 5.00

Plain Copy of Document 1.00

Certified Copy (plus copy fees) 5.00

Safekeeping of Will 5.00

**PROBATE CASES:**

**No information will be given over the phone regarding probates**. Copies of documents are $1.00 per page. Certified copies require an additional $5.00 fee. 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.