



**GILBERT SANCHEZ**  
**EL PASO COUNTY DISTRICT CLERK**  
**Revised Fee Schedule Effective October 1st, 2009**  
\* An asterisk indicates new fee change

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**New Filings**

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**Civil Matters** **\$252.00**

District Clerk Fee - New Filing	CLERK.D	\$50.00
Texas Judicial Fund Fee	TJFUND.D	\$50.00
State Judiciary Fund Support Fee	SJFS.D	\$42.00
Law Library	LIB.D	\$35.00
Alternative Dispute Resolution Fund	MAST.D	\$15.00
Court Reporter Fee	COURTR.D	\$30.00
Indigency Fund Fee	CIVIL.D	\$10.00
County Records Management Fee	RECMGT	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
* <b>District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>
Courthouse Security Fee	SECURE	\$5.00

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**Family Matters**

**DRO fees waived if matter does not involve any children**

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**Termination of Marriage:** **\$273.00**

District Clerk Fee - New Filing	CLERK.D	\$50.00
Texas Judicial Fund Fee	TJFUNDFAM.D	\$45.00
State Judiciary Fund Support Fee	SJFS.D	\$42.00
Law Library	LIB.D	\$35.00
Family Protection Fund	FAMPRO	\$15.00
Alternative Dispute Resolution Fund	MAST.D	\$15.00
Domestic Relations Office	DRO	\$15.00
Court Reporter Fee	COURTR.D	\$30.00
Family Indigency Fund Fee	FAM.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
* <b>District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>
Courthouse Security Fee	SECURE	\$5.00
Bureau of Vital and Statistics Certification Fee	BVS.D	\$1.00

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**Adoption:** **\$259.00**

District Clerk Fee - New Filing	CLERK.D	\$50.00
Texas Judicial Fund Fee	TJFUNDFAM.D	\$45.00
State Judiciary Fund Support Fee	SJFS.D	\$42.00
Law Library	LIB.D	\$35.00
Alternative Dispute Resolution Fund	MAST.D	\$15.00
Domestic Relations Office	DRO	\$15.00
Court Reporter Fee	COURTR.D	\$30.00
Family Indigency Fund Fee	FAM.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00



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<b>* District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>
Courthouse Security Fee	SECURE	\$5.00
Court Certification of Adoption - PER Adoptee	ADOP.D	\$2.00
<b>Certification Fee assessed per adoptee</b>		

<b>Protective Order:</b>		<b>\$273.00</b>
District Clerk Fee - New Filing	CLERK.D	\$50.00
Texas Judicial Fund Fee	TJFUNDFAM.D	\$45.00
State Judiciary Fund Support Fee	SJFS.D	\$42.00
Law Library	LIB.D	\$35.00
Application for Protective Order	PO	\$16.00
Alternative Dispute Resolution Fund	MAST.D	\$15.00
Domestic Relations Office	DRO	\$15.00
Court Reporter Fee	COURTR.D	\$30.00
Family Indigency Fund Fee	FAM.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
<b>* District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>
Courthouse Security Fee	SECURE	\$5.00

<b>Other Family Law Matters:</b>		<b>\$257.00</b>
District Clerk Fee - New Filing	CLERK.D	\$50.00
Texas Judicial Fund Fee	TJFUNDFAM.D	\$45.00
State Judiciary Fund Support Fee	SJFS.D	\$42.00
Law Library	LIB.D	\$35.00
Alternative Dispute Resolution Fund	MAST.D	\$15.00
Domestic Relations Office	DRO	\$15.00
Court Reporter Fee	COURTR.D	\$30.00
Family Indigency Fund Fee	FAM.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
<b>* District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>
Courthouse Security Fee	SECURE	\$5.00

**Motions**

<b>Civil</b>		<b>\$40.00</b>
<b>To include Motions to Transfer Venue, Reinstate, and Set Aside Judgment, as well as Motions for Contempt, New Trial, Counter Petitions, Interventions, and 3rd Party Petitions</b>		
District Clerk Fee - Motions, Counteractions	CLERKM.D	\$15.00
Indigency Fund Fee	CIVILM.D	\$10.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
<b>* District Court Records Technology Fund</b>	<b>RECTECH.D</b>	<b>\$5.00</b>



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**Family** **\$50.00**

To include Motions to Enforce, Modify, Unseal Record, Revoke License,  
Reduce Child Support, Cease Child Support, Withhold Child Support, Transfer  
Venue, and Reinstate, well as Motions for Contempt, Clarification, New Trial,  
Writs of Attachment, Administrative Writs of Withholding, and Counter Petitions  
DRO fee waived if matter does not involve any children

District Clerk Fee - Motions, Counteractions	CLERKM.D	\$15.00
Domestic Relations Office	DROM	\$15.00
Family Indigency Fund Fee	FAM.D	\$5.00
District Clerk Records Management Fee	RECMGT.D	\$5.00
County Records Management Fee	RECMGT	\$5.00
* District Court Records Technology Fund	RECTECH.D	\$5.00

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**Process Services (Citations, Subpoenas, Notices, Precepts, Summons)**

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**Issuance of process:**

Citation Issuance	PROC.D	\$8.00
Capias Issuance	DKCPIS	\$8.00
Notice to Show Cause / Precept	DCKNSC	\$8.00

**Additional services/fees:**

Below fees are in addition to any applicable process fees outlined above

Sheriff's Process Fee (Personal Service)	SHERP.D	\$100.00
Sheriff's Process Execution Fee (Capias)	SHERP.CAP.D	\$165.00
Sheriff's Process Execution Fee (Habeas Corpus, Writ of Sequestration) (to be paid directly to the Sheriff's Office if for a Writ of Sequestration)	SHERP.CAP.D	\$185.00
Sheriff's Process Fee (Service by Publication or Posting)	SHERPP.D	\$65.00
District Clerk Citation by Mail Fee	CITM.D	\$57.00

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**Miscellaneous**

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Central Records Fee Adoption	DEPTHR	\$51.00
Re-Certification of Transcript	TRECERT.D	\$50.00
Jury Request Fee	JURY	\$30.00
Return Check Fee	NSF.D	\$30.00
Name Change Certificate	CC.D	\$10.00
Background Check (add \$5.00 for every ten years prior to 1986 check is required for)	BKGCK.D	\$10.00
Remote File Retrieval Fee	REMOTE	\$6.00
Bill of Costs	BOC.D	\$5.00
Bond Approval Fee	BOND.D	\$4.00
Exemplified Copy of Instrument	EXEMP.D	\$3.00
Transcripts	TRANS.D	\$1.00
Certification of Document	CCOPY.D	\$1.00
Copies (per page)	COPIES.D	\$0.25