



a. T Code ■ **32650**

**Civil Fees**  
- QUARTERLY REPORT -

• DO NOT WRITE IN SHADED AREAS

c. City / County identification number ■	f. Report for quarter ending	g. ■	e. Due date of report
d. _____ City / County name and mailing address		h. IMPORTANT Blacken this box if your address has changed. Show changes by the preprinted information. → 1 <input type="checkbox"/>	
		i. ■	j. ■

DESCRIPTION — SEE BACK FOR INSTRUCTIONS —	COLUMN 1 Number (#) issued/ filed	COLUMN 2 TOTAL COLLECTED	COLUMN 3 AMOUNT DUE
1. Birth Certificate Fees .....	#	\$	1. \$
2. Marriage License Fees .....	■	■	2. .
3. Declaration of Informal Marriage .....	■	■	3. .
4. Juror Donations .....	■	■	4. .
5. JP Consolidated Civil Fee .....	■	■	5. .
6. Statutory Probate Court			
6a. Consolidated Civil Fee .....	■	■	6a. .
6b. Filing fee for other actions .....	■	■	6b. .
7. Statutory County Court			
7a. Consolidated Civil Fee .....	■	■	7a. .
7b. Filing fee for other actions .....	■	■	7b. .
8. Constitutional County Court			
8a. Consolidated Civil Fee .....	■	■	8a. .
8b. Filing fee for other actions .....	■	■	8b. .
9. District Court			
9a. Consolidated Civil Fee .....	#	■	9a. \$
9b. Filing fee for other actions .....	#	\$	9b. \$
10. County Alternative Dispute Resolution Fund .....	#	\$	10. \$
11. TOTAL OF LINES 1-10 .....			11. \$
12. TOTAL FROM LINE 9 OF CIVIL FEES SUPPLEMENT FORM 40-155 (Repealed line items) .....			12. \$
13. TOTAL DUE FOR THIS PERIOD (Total of Items 11 and 12) .....			13. \$

\*\*\* DO NOT DETACH \*\*\* DO NOT DETACH \*\*\* DO NOT DETACH \*\*\*

14. TOTAL AMOUNT DUE AND PAYABLE (Same as Item 13) ..... 14. \$

City/County name	k. ■	l. ■
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For assistance call 800-531-5441, ext. 3-4276, or 512-463-4276.

■ T Code    ■ City/County identification no.    ■ Period

Complete this report and make the amount in Item 12 payable to:  
**STATE COMPTROLLER**

Mail to: **COMPTROLLER OF PUBLIC ACCOUNTS**  
P.O. Box 149361  
Austin, Texas 78714-9361

I, (type or print name) \_\_\_\_\_ certify that the information above is true as shown in the records of the treasury of the city/county named.

Authorized agent

**sign here** →

Title	Date
Phone number (Area code and number)	

## INSTRUCTIONS FOR COMPLETING CIVIL FEES QUARTERLY REPORT

*THIS REPORT MUST BE FILED BY THE DUE DATE EVEN IF NO PAYMENT IS DUE  
DO NOT LEAVE ANY BLANK LINES - ENTER -0- TO INDICATE NOTHING TO REPORT*

- Item 1 - Birth Certificate Fees** (*Local Govt. Code 118.015*) Use this line to report the number of certified copies of birth certificates issued and \$1.80 of the additional \$2.00 fee collected for each certified copy.
- Item 2 - Marriage License Fees** (*Local Govt. Code 118.011, 118.018, 118.022*) Use this line to report the number of marriage licenses issued and \$30.00 of each fee collected for a marriage license. \$10.00 of each marriage license fee will be deposited into the Family Trust Fund. Note: The fee for licenses issued prior to Sept. 1, 2008 was \$30.00.
- Item 3 - Declarations of Informal Marriage** (*Local Govt. Code 118.011, 118.019*) Use this line to report the number of declarations of informal marriages issued and \$12.50 of the \$25.00 fee collected for each declaration.
- Item 4 - Juror Donations for Compensation to Victims of Crime Fund** (*Govt. Code 61.003*) Use this line to report jurors' reimbursement fees that jurors have chosen to donate to the Compensation to Victims of Crime Fund.

**STATE CONSOLIDATED CIVIL FEE ON FILING A CIVIL CASE - Effective January 1, 2022. REPEALED FEES SHOULD BE REPORTED ON THE CIVIL FEES SUPPLEMENT FORM AND THE TOTAL ENTERED ON LINE 12 ON THIS FORM.**

**Note** - Counties should only use this form to report/remit fees not previously sent directly to the treasury by the Office of Court Administration of the Texas Judicial System for fees paid using the electronic filing system established under Section 72.031, Government Code. (*Local Govt. Code 133.151 (b)*).

- Item 5 - JP Consolidated Civil Fee** (*Local Govt. Code 133.151 (a-1)*) The clerk of a justice court shall collect a fee in the amount of \$21 on the filing of any civil case and on any action other than an original action for the civil case, including an appeal and any counterclaim, cross-action, intervention, contempt action, interpleader, motion for new trial or third-party action.

**Item 6 - Statutory Probate Court**

**6a** - (*Local Govt. Code 133.151 (a)(1)*) The clerk of a court shall collect a fee in the amount of \$137 on the filing of any civil, probate, guardianship or mental health case.

**6b** - (*Local Govt. Code 133.151 (a)(2)*) The clerk of a court shall collect a fee in the amount of \$45 on any action other than an original action subject to Subdivision (1), including an appeal and any counterclaim, cross-action, intervention, contempt action, adverse probate action, interpleader, motion for new trial or third-party action. Effective 1/1/2024, also report \$45 (of \$80) Filing fee (Family Code 110.002) and \$45 (of \$80) Transfer fee (Family Code 110.005).

- Item 7 - Statutory County Court, 7a** (*Local Govt. Code 133.151 (a)(1)*) **7b** (*Local Govt. Code 133.151 (a)(2)*), (*Family Code 110.002*) and (*Family Code 110.005*).

- Item 8 - Constitutional County Court, 8a** (*Local Govt. Code 133.151 (a)(1)*) **8b** (*Local Govt. Code 133.151 (a)(2)*), (*Family Code 110.002*) and (*Family Code 110.005*).

- Item 9 - District Court, 9a** (*Local Govt. Code 133.151 (a)(1)*) **9b** (*Local Govt. Code 133.151 (a)(2)*), (*Family Code 110.002*) and (*Family Code 110.005*).

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- Item 10 - County Alternative Dispute Resolution Fund** (*Local Govt. Code 135.157 (b)*) If a county has not established an alternative dispute resolution system under Chapter 152, Civil Practice and Remedies Code, the money allocated under Subsection (a) shall be remitted to the comptroller and the comptroller shall allocate the money to the statewide electronic filing system fund.

**Item 11 - TOTAL OF LINES 1-10**

- Item 12 - ENTER THE TOTAL AMOUNT DUE (LINE 9), FROM REPEALED FEES REPORTED ON THE CIVIL FEES SUPPLEMENT FORM 40-155**

- Item 13 - TOTAL CIVIL FEES DUE - Total of Items 11 and 12 (Same as Line 14)**