



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 5% SERVICE FEE	COLUMN 4 AMOUNT DUE
1. Birth Certificate Fees	#	\$		1. \$
2. Marriage License Fees	■	■		2. .
3. Declaration of Informal Marriage	■	■		3. .
4. Nondisclosure Fees	■	■		4. .
5. Juror Donations	■	■		5. .
6. Justice Courts — Filing Fees - Indigents Legal Services	■	■		6. .
7. Statutory Probate Court {	7a. Filing Fee - Indigents Legal Services	■	■	7a. .
	7b. Judicial Fund - Filing Fees	■	■	7b. .
8. Statutory County Court {	8a. Filing Fee - Indigents Legal Services	■	■	8a. .
	8b. Judicial Fund - Filing Fees	■	■	8b. .
9. Constitutional County Court {	9a. Filing Fee - Indigents Legal Services	■	■	9a. .
	9b. Judicial Fund - Filing Fees	■	■	9b. .
10. District Court {	10a. Divorce & Family Law cases (Col. 3 is \$0.25 times Col. 1)	#	\$	10a. \$
	10b. Other than Divorce/Family Law (Col. 3 is \$0.50 times Col. 1)	■	■	10b. \$
	10c. Indigents Legal Services (Sec. 133.152)	#	\$	10c. \$
11. Judicial Support Fee	■	■		11. \$
12. Judicial and Court Personnel Training Fee	#	\$		12. \$
13. TOTAL DUE FOR THIS PERIOD (Total of all Items in Column 4)	■	■		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 14 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. **(No service fee allowed.)** 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 - Nondisclosure Fees** (*Govt. Code 411.081(d)(h)*) Use this line to report all \$28.00 fees collected on petitions for an order of nondisclosure.
- Item 5 - 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.
- Item 6 - Justice of the Peace Courts Filing Fees for Legal Services for Indigents** (*Local Govt. Code 133.153(a)(2)*) Use this line to report the number of civil actions or proceedings (in Justice Courts) requiring a filing fee and \$1.90 of the \$2.00 fee collected on the reported cases prior to Jan. 1, 2010 and \$5.70 of the \$6.00 fee collected on the reported cases on or after Jan. 1, 2010. (Allows for a 5% service fee.)
- Item 7 - Statutory Probate Court**
- 7a - Filing Fee for Legal Services for Indigents** (*Local Govt. Code 133.153(a)(1)*) Use this line to report the number of civil actions or proceedings (in Statutory Probate Courts) requiring a filing fee and \$4.75 of the \$5.00 fee collected on the reported cases prior to Jan. 1, 2010 and \$9.50 of the \$10.00 fee collected on the reported cases on or after Jan. 1, 2010. (Allows for a 5% service fee.)
- 7b - Judicial Fund Filing Fees** (*Govt. Code 51.704*) Use this line to report the number of probate, guardianship, mental health, or other civil cases filed in the Statutory Probate Court and the \$40.00 filing fees collected on the reported cases. (No service fee allowed.)
- Item 8 - Statutory County Court**
- 8a - Filing Fee for Legal Services for Indigents** (*Local Govt. Code 133.153(a)(1)*) Use this line to report the number of civil actions or proceedings (in Statutory County Courts) requiring a filing fee and \$4.75 of the \$5.00 fee collected on the reported cases prior to Jan. 1, 2010 and \$9.50 of the \$10.00 fee collected on the reported cases on or after Jan. 1, 2010. (Allows for a 5% service fee.)
- 8b - Judicial Fund Filing Fees** (*Govt. Code 51.702*) - Use this line to report the number of civil cases filed in the Statutory County Court and the \$40.00 filing fees collected on the reported cases. (No service fee allowed.)
- Item 9 - Constitutional County Court**
- 9a - Filing Fee for Legal Services for Indigents** (*Local Govt. Code 133.153(a)(1)*) Use this line to report the number of civil actions or proceedings (in Constitutional County Courts) requiring a filing fee and \$4.75 of the \$5.00 fee collected on the reported cases prior to Jan. 1, 2010 and \$9.50 of the \$10.00 fee collected on the reported cases on or after Jan. 1, 2010. (Allows for a 5% service fee.)
- 9b - Judicial Fund Filing Fees** (*Govt. Code 51.703*) - FOR PARTICIPATING COUNTIES ONLY - Use this line to report the number of civil cases filed in the Constitutional County Court and the \$40.00 filing fees collected on the reported cases. (No service fee allowed.)
- Item 10 - District Court Fees**
- 10a - Divorce and Family Law cases** (*Local Govt. Code 133.151, 133.152*) Use this line to report the number of divorce and family law cases filed in district court and the additional \$45.00 filing fee collected on the reported cases. The 5% service fee is only allowed on the portion of the fee collected for the Legal Services for Indigents Fund (5% of \$5).
- 10b - Other than Divorce/Family Law cases** (*Local Govt. Code 133.151, 133.152*) Use this line to report the number of civil cases (other than divorce and family law cases) filed in district court and the additional \$50.00 filing fee collected on the reported cases. The 5% service fee is only allowed on the portion of the fee collected for the Legal Services for Indigents Fund (5% of \$10).
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- 10c -** (*Local Govt. Code 133.152*) Use this line to report the number of civil actions and proceedings (the number in column 1 for 10c should at least equal or exceed the sum of lines 10a and 10b in column 1) including appeals, counterclaims, cross-actions, interventions, interpleadings or third-party actions. (Allows for a 5% service fee.)
- Item 11 - Judicial Support Fee** (*Local Govt. Code 133.154, eff. Dec. 1, 2005*) Use this line to report the number of civil cases filed and the total amount of the additional \$42 fees assessed and collected for support of the judiciary. Note: The fee for cases filed prior to Jan. 1, 2008 was \$37.
- Item 12 - Judicial and Court Personnel Training Fee** (*Local Govt. Code 51.971*) Use this line to report the number of civil actions or proceedings requiring a fee in district, county, statutory and justice courts and the \$5 fee collected for each.
- Item 13 - TOTAL CIVIL FEES DUE** - Use this line to total all civil fees reported on lines 1 through 12 and to determine the total amount of civil fees due. (Same as Line 14)