

Jon R. Gimble, District Clerk,  
501 Washington Ave, Suite 300 Courthouse Annex, McLennan County, Waco, Texas 76701  
Also available on our Website: [www.co.mclennan.tx.us/distclerk](http://www.co.mclennan.tx.us/distclerk)

**DISTRICT CLERK FEES – 2024  
EFFECTIVE 1-1-2024**

**ALL NEW SUITS**

**\$350.00**

**ADOPTIONS**                    **\*\*Certified Copies, Issuance, Service & Study Additional\*\***

**CHANGE OF NAME** – not reported to BVS

**CIVIL SUIT**

**CIVIL TRO SUIT – Bond Required or Waived as per order - 1 to 10 Plaintiffs**

**\*\* Bond or Cash Bond Approval Fee \$4.00 each when filed \*\***

No Issuance – includes 1 bond fee

**\*\*Issuance and Service additional\*\***

**CONDEMNATION SUITS (AKA Eminent Domain) – ADR excluded**

152.004 CivPrac&Rem – filing on

**DIVORCE**                    **\*\*Additional fees for Issuance and Service\*\***

**SUIT TO ENFORCE DIVORCE DECREE** - Pursuant to Chapter 9

**(File in Court that rendered Decree)**

**\*\* Issuance & Service additional\*\***

**FRADULENT LIEN SUIT (Seeking recovery & damages)**

**GARNISHMENT AFTER JUDGMENT – No Bond Required**

**\*\*Additional - Writ to Garnishee and Notice to each Defendant and/or Service\*\***

**GARNISHMENT BEFORE JUDGMENT –Bond Required \*\* Bond Approval Fee \$4.00 each when filed\*\***

**\*\*Additional – Writ of Garnishment Before Judgment and/or Service\*\***

**HABEAS CORPUS - 2<sup>ND</sup> Cause of Action**

No Issuance

**\*\*Additional – Issuance and/or Service\*\***

**OCCUPATIONAL DRIVER'S LICENSE**

**PARENT CHILD RELATIONSHIP OR FOREIGN JUDGMENT - Family**

**PROTECTIVE ORDER**    **(\*\* Attorney should order respondent to pay fees in final order \*\*)**

**PETITION FOR QUALIFIED DOMESTIC RELATIONS ORDER** (File in Court that rendered Decree) – FC 9.101 and 9.102

**\*\*Additional - Issuance, Service and/or mailing to employer\*\***

**REMOVAL OF DISABILITIES aka EMANCIPATION**

**SEQUESTRATION – Bond Required \*\* Bond Approval Fee \$4.00 each when filed\*\***

**TAX SUITS –** Additional Fees: Abstractor Fee, Issuance (\$8 each) & Service (\$90 each via constable or CMRRR)

**TAX WARRANT (NEW SUIT)**

**TERMINATION OF PARENT CHILD RELATIONSHIP - Child(ren) \*\*Additional Issuance and/or Service\*\***

**TRANSFER – IN SUITS**

SAPCR – Suit affecting the parent child relationship	80.00
Civil or Non Family Related	**same as new suit**
From County Clerk as a Guardianship Case transferred to D.C.	318.00

**WORKER’S COMPENSATION**

**EXPUNCTION – Plus \$23.00 – Per Agency to be Notified of Petition and Order Regular Certified Mail  
GC 51.318 and CCP 102.006(2) & CCP 102.006(3)**

**NON DISCLOSURE – Costs include certified copy of final notification to DPS Certified Mail  
\*\*Additional final order to DPS \$8.50 each plus \$3.00 for each certified copy\*\***

**NON REGISTRATION OR DE REGISTRATION  
Plus \$20.00 – Per Agency to be Notified of Petition and Order Regular Certified Mail**

**MOTIONS – SAPCR – Parent Child Relationship (in existing case)** (some motions may be titled petition) **\$80.00-** per SB1612

- Motion to Transfer
- Petition for License Suspension
- Motion to Revoke a Stay of License Suspension
- Motion for Enforcement
- Motion to Modify
- Motion for Contempt (**With Children**)
- Notice of Application for Judicial Writ of W/H

***\*\*Petition for Entry of QUADRO or Motion for Entry of QUADRO is a new suit\*\****

**ACTIONS WITHIN EXISTING CASES **\$80.00****

**OTHER FAMILY LAW ACTIONS & OTHER CIVIL LAW ACTIONS (in existing case)**

- Third-Party Petition
- Motion for New Trial
- Cross-Action
- Counterclaim
- Intervention
- Interpleader
- Motion for Contempt (**Without Children**) – post judgment & no contempt action/order. After contempt order must be new suit
- Motion for Contempt (**Civil – Not Family Related**) - post judgment & no contempt action/order. After contempt order must be new suit.

# SERVICE FEES

ISSUANCE      **\*\*Additional\*\***      8.00 each

All issuance – Citation; Non-Resident Citation; Citation for service through Secretary of State must issue one for each defendant AND one for Secretary of State; Citation by Publication; Citation by Posting; Scire Facias; Notice of Hearing; Contempt Notice; Precept to Serve; Letterogatory; Notice of Protective Order (fee assessed against respondent); Subpoena and Subpoena Duces Tecum (Additional Tender Fee - \$10.00 Cash Only); TRO – Temporary Restraining Order; Writs; Bench Warrant; Abstract; and Execution.

## SERVICE FEES FOR ISSUANCE – McLennan County Constables

Citation by Posting	90.00
Citations, Notice of Hearing, Contempt Notice, Subpoenas, Letterogatory, and Precept to Serve	90.00
Notice Protective Order (fee assessed against respondent) and TRO – Temporary Restraining Order	90.00
All Other Writs	175.00

## MISCELLANEOUS FEES

Adoption Home Study	375.00
Non Adoption Home Screening or Study	500.00 per side
Administrative Fee for Deposit Account – 5% of the deposited sum up to \$50.00 maximum	
Administrative Fee for Trust Account – 10% of the accrued interest	
Bond Approval Fee	5.00
Certified Copies	5.00
For Each Page	1.00
Exemplified Copy/Old Divorce Decree	3.00
Non-Certified Copies	
Paper Copies per page	1.00
Electronic copies	\$0.10 per page with \$1.00 minimum
Copy Complete File onto any provided media	20.00
Credit Card Processing & Transaction Fee	convenience fee charged by vendor
Email Document Out – per document or copy to provided media	\$0.10 per page with \$1.00 minimum
Fax Filings / Fax Fees	
Incoming – Per Page	1.00
Outgoing - Locally	
First Page	3.00
Each Additional Page	1.00
Outgoing – Long Distance	
First Page	5.00
Each Additional Page	2.00
Publication Fee – Family Law Cases Only – Waco Farm and Labor Journal	50.00
Request to Activate Withholding Order	15.00
Research Fee – per name	5.00
Returned Check Fee	30.00