

# **JOHN D. KINARD**

## **GALVESTON COUNTY DISTRICT CLERK**



### **CIVIL AND FAMILY CASES**

### **FILING AND SERVICE FEES**

**GALVESTON COUNTY  
DISTRICT CLERK**

600 59th Street, Room 4001  
Galveston, Texas 77551-2388

Effective January 1, 2019

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**SECTION I**

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**CLERK'S BASIC FILING FEE (NEW CIVIL SUIT)**

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**Statewide Required Filing Fees (Set Amounts)**

District Clerk Basic Filing Fee (51.317(b)(1) Gov't Code) _____	\$50.00
<i>\$ 75.00 For a suit with at least 11, but no more than 25 Plaintiffs:</i>	
<i>\$ 100.00 For a suit with at least 26, but no more than 100 Plaintiffs:</i>	
<i>\$ 125.00 For a suit with at least 101, but no more than 500 Plaintiffs:</i>	
<i>\$ 150.00 For a suit with at least 501, but no more than 1,000 Plaintiffs:</i>	
<i>\$ 200.00 For a suit with more than 1,000 Plaintiffs:</i>	
State Consolidated Fee (133.151 Local Gov't Code) _____	\$50.00
Indigent Legal Services Fee (133.152 Local Gov't Code) _____	\$10.00
Judicial Support Fee (133.154 Local Gov't Code) _____	\$42.00
Records Management Fee (51.317 (b)(4)(c)Gov't Code)	
County RMP _____	\$5.00
DC RMP _____	\$5.00

**Statewide Required Filing Fees (Varying Amounts)**

Law Library Fee (323.023 Local Gov't Code) _____	\$35.00
Court Record Preservation (51.708 Gov't Code) _____	\$8.00

**Statewide Optional Filing Fees (Varying Amounts)**

Courthouse Security Fee (291.008 Local Gov't Code) _____	\$5.00
Alternative Dispute Resolution (ADR) Fee (152.004 CPR) _____	\$15.00
District Court Records Archive Fee (51.305 & 51.317 Gov't Code) _____	\$10.00

**Required Filing Fees in Certain Counties (Set Amounts)**

General Court Reporter (51.601 Gov't Code ) _____	\$15.00
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**Optional Filing Fees in Certain Counties**

Appellate Judicial System Fee (22.2021(b) Gov't Code) Not to Suits Filed by County or Tax Suits. _____	\$5.00
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**Electronic Filing System Fund Fee**

Electronic Filing Fee (51.851(b) Gov't Code) _____	\$30.00
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**Courthouse Security Act**

Personnel Training Fee (GC51.971) _____	\$5.00
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**Total Filing Fees New Suit (NO SERVICE):**

Total Filing Fees for (1 – 24 Plaintiffs) _____	\$290.00
Total Filing Fees for (11 – 25 Plaintiffs) _____	\$315.00
Total Filing Fees for (26 – 100 Plaintiffs) _____	\$340.00
Total Filing Fees for (101 – 500 Plaintiffs) _____	\$365.00
Total Filing Fees for (501– 1000 Plaintiffs) _____	\$390.00
Total Filing Fees for (more than 1000 Plaintiffs) _____	\$440.00

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**CLERK'S BASIC FILING FEE (OTHER CIVIL SUITS – NON-FAMILY)**

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Application for Garnishment .....	\$290.00
Bill of Review .....	\$290.00
Condemnation Proceedings (Eminent Domain Suit) .....	\$275.00
Delinquent Tax Suits .....	\$220.00
Deposition Before Suit or to Investigate Claim Petition (202.2 TRC) .....	\$290.00
Expunction Suit .....	\$290.00
Foreign Judgment .....	\$290.00
Fraudulent Lien Suit (This fee is the only filing fee that may be assessed in this type of case) .....	\$15.00
Judgment NISI .....	\$238.00
Name Change .....	\$290.00
Occupational License .....	\$300.00
Petition for Non-Disclosure .....	\$328.00
Transfer of Suit from Other County (Registration of Foreign Judgment) .....	\$290.00

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**CLERK'S BASIC FILING FEE (ACTION WITHIN EXISTING CIVIL SUIT)**

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**Other Pleadings Required Filing Fee** (The following fees include a \$1.00 Security Fund (291.008(d) Gov't Code)  
(The following fees include \$30 electronic filing system fund fee (51.851(b) Gov't Code)

Contempt Action (51.317(b)(2) Gov't Code)	\$81.00
Cross-action/Counterclaim/Interpleader (51.317(b)(2) Gov't Code)	\$81.00
Fraudulent Lien Suit (12.005 Civil Practice and Remedy Code)	\$15.00
Intervention (51.317(b)(2) Gov't Code)	\$81.00
Motion for New Trial (51.317(b)(2) Gov't Code)	\$81.00
Motion for Transfer Venue (Out of Galveston County (51.317(b)(2) Gov't Code)	\$41.00
Third Party Action (51.317(b)(2) Gov't Code)	\$81.00
Application for Post Writ of Garnishment	\$81.00

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**FEES DUES AS SERVICE IS REQUESTED (CIVIL CASES)**

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**Issuance Fees**

Abstracting a Judgment (51.318(b)(5) Gov't Code)	\$8.00
Certification for Change of Name (45.106 Family Code)	\$10.00
Certified or Registered Mail Service (51.319(2) (Gov't Code) (Does not include issuance of citation)	\$75.00
Citation (51.317)(B) and (51.318)(b) Gov't Code)	\$8.00
Citation for Each Additional Defendant Served by and through the Commissioner of Insurance, Secretary of State, or Texas Highway Commission	\$12.00
Expunction of Records Notice by certified mail (Per Agency)	\$31.00
Expunction of Records Notice by Electronic Notification	\$16.00
Judgment NISI	\$12.00
Notice/Certified	\$8.00
Notice of Judicial Writ of Withholding	\$10.00
Order of Sale (51.318)(b) Gov't Code)	\$8.00
Precept	\$8.00
Show Cause Notice	\$8.00
Bill of Cost (51.319(3) Gov't Code)	\$10.00
Subpoena (51.318)(b) Gov't Code)	\$8.00
Temporary Injunction (51.318)(b) Gov't Code)	\$8.00
Temporary Restraining Order (51.318)(b) Gov't Code)	\$8.00
Service by Certified Mail*	\$75.00

*\*The service by certified mail fee DOES NOT include the \$8.00 issuance fee\**

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**FEES DUES AS SERVICE IS PERFORMED**

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Writ of Attachment (51.318)(b) Gov't Code	\$8.00
Writ of Execution (51.318)(b) Gov't Code	\$8.00
Writ of Garnishment (51.318)(b) Gov't Code	\$8.00
Writ of Injunction (51.318)(b) Gov't Code	\$8.00
Writ of Possession (51.318)(b) Gov't Code	\$8.00
Writ of Sequestration (51.318)(b) Gov't Code	\$8.00
Writ of Turnover (51.318)(b) Gov't Code	\$8.00
Other Writs not listed (51.318 (b) Gov't Code)	\$8.00

## SECTION II

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### CLERK'S BASIC FILING FEE (ANNULMENT OR SUIT TO DECLARE MARRIAGE VOID) (Not Involving Children)

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#### Statewide Required Filing Fees (Set Amounts)

District Clerk Basic Filing Fee (51.317(b)(1) Gov't Code) .....	\$50.00
State Consolidated Fee (133.151 Local Gov't Code) .....	\$45.00
Indigent Legal Services Fee (133.152 Local Gov't Code) .....	\$5.00
Judicial Support Fee (133.154 Local Gov't Code) .....	\$42.00
Records Management Fee (51.317 (b)(4)(c) Gov't Code)	
County RMP .....	\$5.00
DC RMP .....	\$5.00

#### Statewide Required Filing Fees (Varying Amounts)

Family Protection Fee (51.961 Gov't Code) .....	\$10.00
Law Library Fee (323.023 Local Gov't Code) .....	\$35.00
Court Record Preservation (51.708 Gov't Code) .....	\$8.00

#### Statewide Optional Filing Fees (Varying Amounts)

Courthouse Security Fee (291.008 Local Gov't Code) .....	\$5.00
Alternative Dispute Resolution (ADR) Fee (152.004 CPR) .....	\$15.00
District Court Records Archive Fee (51.305 & 51.317 Gov't Code) .....	\$10.00

#### Required Filing Fees in Certain Counties (Set Amounts)

General Court Reporter (51.601 Gov't Code ) .....	\$15.00
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#### Optional Filing Fees in Certain Counties

Appellate Judicial System Fee (22.2021(b) Gov't Code) Not to Suits Filed by County or Tax Suits. ....	\$5.00
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#### Electronic Filing System Fund Fee

Electronic Filing Fee (51.851(b) Gov't Code) .....	\$30.00
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#### Courthouse Security Act

Personnel Training Fee (GC51.971) .....	\$5.00
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**Special Notes:** *The District Clerk's Office will file a report for each granted annulment of marriage with the Vital Statistic Unit and will collect a **\$1.00** fee for each report as court costs, but not as a filing fee (Health and Safety Code 194.002).*

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#### Total Filing Fees New Suit (NO SERVICE):

Total Filing Fees for Annulment or Suit to Declare Marriage Void (No Children) .....	\$291.00
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**CLERK'S BASIC FILING FEE (DIVORCE INVOLVING CHILDREN)**

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**Statewide Required Filing Fees (Set Amounts)**

District Clerk Basic Filing Fee (51.317(b)(1) Gov't Code)	\$50.00
State Consolidated Fee (133.151 Local Gov't Code)	\$45.00
Indigent Legal Services Fee (133.152 Local Gov't Code)	\$5.00
Judicial Support Fee (133.154 Local Gov't Code)	\$42.00
Records Management Fee (51.317 (b)(4)(c) Gov't Code)	
County RMP	\$5.00
DC RMP	\$5.00

**Statewide Required Filing Fees (Varying Amounts)**

Family Protection Fee (51.961 Gov't Code)	\$10.00
Law Library Fee (323.023 Local Gov't Code)	\$35.00
Court Record Preservation (51.708 Gov't Code)	\$8.00

**Statewide Optional Filing Fees (Varying Amounts)**

Courthouse Security Fee (291.008 Local Gov't Code)	\$5.00
Alternative Dispute Resolution (ADR) Fee (152.004 CPR)	\$15.00
District Court Records Archive Fee (51.305 & 51.317 Gov't Code)	\$10.00

**Required Filing Fees in Certain Counties (Set Amounts)**

General Court Reporter (51.601 Gov't Code )	\$15.00
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**Optional Filing Fees in Certain Counties**

Appellate Judicial System Fee (22.2021(b) Gov't Code) Not to Suits Filed by County or Tax Suits.	\$5.00
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**Electronic Filing Fee**

Electronic Filing Fee (51.851(b) Gov't Code)	\$30.00
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**Courthouse Security Act**

Personnel Training Fee (GC51.971)	\$5.00
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**Special Notes:** *The District Clerk's Office will file a report for each granted annulment of marriage with the Vital Statistic Unit and will collect a **\$1.00** fee for each report as court costs, but not as a filing fee (Health and Safety Code 194.002).*

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**Total Filing Fees New Suit (NO SERVICE):**

Total Filing Fees for Divorce Involving Children	\$291.00
Total Filing Fees for Waiver Divorce Involving Children	\$291.00



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**CLERK'S BASIC FILING FEE (OTHER FAMILY MATTERS)**

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**Adoption Cases**

Adoption – Adult	\$280.00
Adoption Minor (Includes \$600 Social Study Fee)	\$895.00
Termination & Adoption	\$295.00

**Other Family Matters**

Affidavit to Surrender	\$75.00
Application for Writ of Garnishment (After Judgment)	\$280.00
Applications for Writ of Habeas Corpus (New Family Case)	\$95.00
Applications for Writ of Habeas Corpus (Existing Family Case)	\$60.00
Bill of Review	\$280.00
Declaratory Judgment	\$280.00
Emancipation of Minor/Name Change/Other Family Code Title 2 Suits	\$280.00
Foreign Judgment	\$280.00
Grandparent Access	\$280.00
Paternity	\$280.00
Petition for Qualified Domestic Relationships Order (QDRO)	\$280.00
Protective Order Application (New Family Case)	\$302.00
Protective Order Application (Existing Family Case)	\$57.00
Removal of Disabilities of a Minor	\$280.00
Severed Cause Action	\$280.00
Suit Affecting Parent-Child Relationship (SAPCR)	\$280.00
Suit to Enforce Divorce Decree	\$280.00
Termination of Parent Child-Relationship	\$280.00
Transfer of Suit from Other County - Not SAPCR	\$280.00
Transfer of Suit from Other County – SAPCR	\$45.00
UIFSA Suit (Uniform Interstate Family Support Act)	\$280.00

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**CLERK'S BASIC FILING FEE (ACTION WITHIN EXISTING FAMILY SUIT)**

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**Other Pleadings Required Filing Fee** (The following fees include \$30 electronic filing system fund fee (51.851(b) Gov't Code)

Counter-Petition (51.317(b) Gov't Code) .....	\$76.00
Intervention (51.317(b) Gov't Code) .....	\$76.00
Issuing and Delivering Withholding Order of Writ (110.004 Family Code) .....	\$15.00
Motion for Clarification (51.317(b) Gov't Code) .....	\$76.00
Motion for Contempt (SAPCR) (110.002 Family Code) .....	\$15.00
Motion for Contempt (Not – SAPCR) (51.317(b) Gov't Code) .....	\$76.00
Motion for Enforcement (110.002 Family Code) .....	\$15.00
Motion for New Trial (51.317(b) Gov't Code) .....	\$76.00
Motion for to Revoke a Stay of License Suspension (110.002 Family Code) .....	\$15.00
Motion to Transfer (110.002 Family Code) .....	\$15.00
Notice of Application for Judicial Writ of Withholding (110.002 Family Code) .....	\$15.00
Petition for License Suspension ( 110.002 Family Code) .....	\$15.00
Suit or Motion for Modification (110.002 Family Code) .....	\$15.00
Third Party Action (51.317(b) Gov't Code) .....	\$76.00

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**FEES DUES AS SERVICE IS PERFORMED (FAMILY CASES)**

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**Issuance Fees**

Abstracting a Judgment (51.318(b)(5) Gov't Code) .....	\$8.00
Citation (51.318)(b) Gov't Code) .....	\$8.00
Precept (51.318)(b) Gov't Code) .....	\$8.00
Other Writ Process (51.318)(b) Gov't Code) .....	\$8.00
Subpoena (51.318)(b) Gov't Code) .....	\$8.00
Temporary Restraining Order (51.318)(b) Gov't Code) .....	\$8.00
Writ of Attachment (51.318)(b) Gov't Code) .....	\$8.00
Wit of Injunction (51.318)(b) Gov't Code) .....	\$8.00
Writ of Garnishment (51.318)(b) Gov't Code) .....	\$8.00
Service by Certified Mail* .....	\$75.00

\*The service by certified mail fee DOES NOT include the \$8.00 issuance fee\*

**SECTION III**

**ADDITIONAL FEES – MISCELLANEOUS**

Bond Approval (51.318)(b) Gov't Code	\$4.00
Interpreter Fee	\$3.00
Jury Demand (51.604 (a) Gov't Code)	\$40.00
Notice of License Suspended of Notice Vacating Suspended License	\$15.00
Record Search (No Docket Number Provided or to ascertain existence of an Instrument) 53.318 (b)(3) Gov't Code	\$5.00
Criminal Background Check	\$7.00
Return Check Fee	\$30.00
Security Fee on Additional Filings (291.008(d) Local Gov't Code)	\$1.00
E-filing Transaction Fee (72.031(4)(c) Gov't Code) **	\$2.00

**Copies**

Certified Copies-per instrument	\$1.00 per page
Non-certified Copies-per instrument (1-15 pages)	\$1.00 per page
Non-Certified Copies-per instrument (16 or more pages)	\$ .25 per page
Exemplified Copies	\$1.00 per page
(Plus \$5.00 for Exemplification Certificate)	
Service Copies	\$0.25 per page

**Fax Filing**

Incoming Fax	\$1.50 per page plus Statutory Filing Fee when applicable
Outgoing Fax (No Charge for Local)	\$1.50 per page faxed
Plus Long Distance Fee	\$5.00

**Appeal Fee**

Civil Cases	\$55.00
Tax Cases	\$55.00
Family Cases	\$50.00

<p><b>** Special Notes:</b> <i>The E-filing Transaction Fee will take effect January 1, 2014. This fee will be applied for each electronic filing transaction.</i></p>
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On this the 10th day of September, 2018, the Commissioners' Court of Galveston County, Texas convened in a regularly scheduled meeting with the following members thereof present:

**Mark Henry, County Judge**  
**Darrell A. Apffel, Commissioner, Precinct No. 1**  
**Joe Giusti, Commissioner, Precinct No. 2**  
**Stephen Holmes, Commissioner, Precinct No. 3**  
**Kenneth Clark, Commissioner, Precinct No. 4; and**  
**Dwight Sullivan, County Clerk**

when the following proceedings, among others, were had, to-wit:

**An Order Setting Civil Citation Fees to be Charged by the  
Galveston County Sheriff and Constables for Calendar Year 2019**

**Whereas**, §118.131 of the Local Government Code authorizes the Commissioners' Court of each county to set reasonable fees to be charged for services by the offices of Sheriffs and Constables; and

**Whereas**, upon analysis of the projected costs of serving judicial civil process for the upcoming calendar year, a determination has been made as to the level of fees required to recoup the costs to Galveston County for this service; and

**Whereas**, the Commissioners' Court is of the opinion that the following fees are reasonable and should be established effective January 1, 2019, for this service of civil process in Galveston; and

**Whereas**, for each person, corporation, or other legal entity upon whom service of citation, precepts, subpoena, summons or process not otherwise provided for, if performed or attempted and return made, including mileage, if any, the Sheriff and Constables shall receive a fee of the following:

**GALVESTON COUNTY FEES**

<b>Notices:</b>	<b>Subpoenas</b>	<b>\$ 75.00</b>
	<b>Summons</b>	<b>\$ 75.00</b>
	<b>Writ of Attachment</b>	<b>\$ 150.00</b>
	<b>Writ of Garnishment</b>	<b>\$ 150.00</b>
	<b>Writ of Sequestration</b>	<b>\$ 200.00</b>
	<b>Orders of Sale</b>	<b>\$ 150.00</b>
	<b>Writ of Possession</b>	<b>\$ 200.00</b>
	<b>Forcible Detainer</b>	<b>\$ 75.00</b>

<b>Service Fees:</b>	<b>Small Claims Citation</b>	<b>\$ 75.00</b>
	<b>Justice Court Citation</b>	<b>\$ 75.00</b>
	<b>All Other Courts' Citations</b>	<b>\$ 75.00</b>
<b>Other</b>	<b>Citation</b>	<b>\$ 70.00</b>
<b>Service Fees:</b>	<b>Deposition Subpoena</b>	<b>\$ 70.00</b>
	<b>Posting</b>	<b>\$ 75.00</b>
	<b>Publication</b>	<b>\$ 75.00</b>
	<b>Notice</b>	<b>\$ 75.00</b>
	<b>Execution</b>	<b>\$ 150.00</b>
	<b>Delivery Bond</b>	<b>\$ 75.00</b>
	<b>Replevy Bond</b>	<b>\$ 75.00</b>
	<b>Restitution</b>	<b>\$ 150.00</b>
	<b>Precept</b>	<b>\$ 80.00</b>
	<b>Show Cause</b>	<b>\$ 75.00</b>
	<b>Injunction</b>	<b>\$100.00</b>
	<b>Restraining Order</b>	<b>\$100.00</b>
	<b>Summons &amp; Complaint</b>	<b>\$ 75.00</b>
	<b>Commitment</b>	<b>\$ 70.00</b>
	<b>Trustee Sale</b>	<b>\$ 85.00</b>
	<b>Certiorari</b>	<b>\$ 75.00</b>
	<b>Habeas Corpus</b>	<b>\$100.00</b>
	<b>Scire Facias</b>	<b>\$ 75.00</b>
	<b>Distress Warrant</b>	<b>\$125.00</b>
	<b>Any Other Non-Writ</b>	<b>\$ 75.00</b>
	<b>Any Other Writ</b>	<b>\$ 150.00</b>
	<b>Tax Suits (Galveston County)</b>	<b>\$ 75.00</b>
	<b>Tax Suits (out of county)</b>	<b>\$ 100.00</b>
	<b>Execution: Order of Sale; other Sheriff or Constable Sales</b>	<b>\$160.00 plus \$40.00 per deputy per hour for Executions exceeding 4 hours</b>

**Be It Further Ordered, Adjudged and Decreed** that the fees as prescribed above are hereby established by this Commissioners' Court effective January 1, 2019, and that they shall

remain in effect until further order of this Court.

**Be it Further Ordered** that beginning no later than October 1<sup>st</sup> and continuing for 30 days thereafter a notice setting out the fees shall be posted both at the Courthouse door and at a public place in each County Commissioner's Precinct.

**Be it Further Ordered** that a notice setting out the fees shall be posted in the offices of the District and County Clerks, the Sheriff, the various Constables and the various Justices of the Peace and any other County Officials who are authorized to charge the fees.

**Be it Further Ordered** that the County Clerk is to furnish a certified copy of this Order to the Comptroller of Public Accounts before October 15<sup>th</sup> of this year.

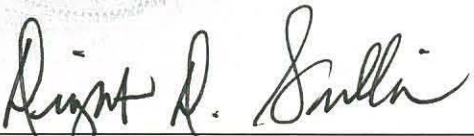
**It is Further Ordered** that the District and County Clerks, the Justices of the Peace, the Sheriff, the Constables and any other affected official or department make appropriate revisions of their fee schedules and deposit requirements to incorporate therein the above fee prescribed by this Court.

**Upon Motion Duly Made and Seconded**, the above Order was passed this 10th day of September, 2018.

**County of Galveston, Texas**



By:   
Mark A. Henry, County Judge

  
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Dwight D. Sullivan,  
County Clerk