



STACEY KEMP, COUNTY CLERK

2300 Bloomdale Road, Suite 2106, McKinney, Texas 75071

900 East Park Blvd., Suite 140-C, Plano, Texas 75074

email: ctyclerks@collincountytx.gov

VITALS FEES (EFFECTIVE: 10/01/2015)

OFFICE HOURS: 8:00AM to 4:30PM - MONDAY – FRIDAY

Ph: McKinney 972-548-4185

Ph: Plano: 972.881.3025/3029

SERVICE

FEE

Unincorporated Assumed Name signed in County Clerk's Office***	\$19.50
Unincorporated Assumed Name signed in front of a Notary Public***	\$14.50
***If business is a partnership, add \$1.00 for each additional signature	
Incorporated Assumed Name signed in County Clerk's Office***	\$20.50
Incorporated Assumed Name signed in front of a Notary Public***	\$15.50
***If registered agent is different than signator, add \$1.00	
Abandonment signed in County Clerk's Office***	\$19.50
Abandonment signed in front of a Notary Public***	\$14.50
***If business was a partnership, add \$1.00 for each additional signature	
Copy of an Assumed Name Certificate	\$ 1.00
Certified Copy of an Assumed Name	\$ 6.00
Birth Certificate	\$23.00
Death Certificate	\$21.00
Each additional Death certified copy when ordered at the same time	\$ 4.00
Marriage License without Premarital certificate (No checks accepted)	\$81.00
Marriage License with Premarital certificate (No checks accepted)	\$21.00
Informal Marriage Declaration (No checks accepted)	\$36.00
Certified Copy of Marriage License	\$ 7.00
Alcohol Beverage Fees	Contact Office
Military Discharges (DD214)	NO FEE
Notice of Trustee Sale	\$ 3.00
Cattle Brands	\$26.00
Fax Transmittal Fee - first page	\$ 1.50
Each subsequent page	\$ 1.00
Copies - per page	\$ 1.00

MAKE CHECKS PAYABLE TO: COLLIN COUNTY CLERK

Refunds of \$10.00 or less will be issued upon request.

All checks must clear bank before a refund will be issued.

Checks older than 90 days will not be accepted.

NOTE: A convenience fee, with a minimum fee of \$1.00, will be applied to all credit and debit card transactions.