

MARSHALL COUNTY CLERK'S OFFICE
JAN PEST, COUNTY CLERK
P.O. BOX 459
MOUNDSVILLE WV 26041

NEW FEE SCHEDULE

**ATTACHED YOU WILL FIND A NEW FEE SCHEDULE
EFFECTIVE JULY 1ST, 2021.**

**ALL DOCUMENTS TO BE RECORDED WITH 10 PAGES UP
TO 19 PAGES HAVE GONE UP AN ADDITIONAL \$1.00.**

**YOU CAN VISIT OUR WEBSITE AT
www.marshallcountywv.org
CLICK ON: COUNTY CLERKS OFFICE
TO ACCESS THE CALCULATOR TO DETERMINE
FEES ON ANY DOCUMENT.**

THANK YOU.

Schedule of Clerk's Fees to be Charged

Updated June 2021

Fees and Other Remittance	West Virginia State Code	County Clerk's Fees	\$59-1-10 (a) (8)					\$5A-8-15 Public Record & Preservation	\$29-26-6 Court House Facilities Improvement Licenses	\$11-12 Marriage Development Fund	\$31-18 WV Housing Development Fund	\$9-1-10(e)(4) Fund for Civil Legal Services	\$8-2-702 Marriage Education Fund	Minimum Fee	\$11-22-2 Property Transfer Stamp With Consideration			\$9-1-10(a)(7) Documents Over 5 Pages Each Additional page	\$5A-8-15 Preservation Over 19 pages Each Additional 10 pages
			County Reciprocal Assessor	E-911 Center Fund	Farmland Protection	Outdoor Heritage Conservation	Record & Preservation								Courthouse Facilities Improvement	Marriage Licenses	WV Housing		
Deed *	\$59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	3.00					27.00	20.00	2.20 **	2.20	1.10 or 2.20 up to 3.30	1.00	1.00
Deed of Trust*	\$59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	3.00					27.00					1.00	1.00
Memorandum of Deed of Trust*	\$59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	3.00					27.00					1.00	1.00
Fixture Filing*	\$59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	3.00					27.00					1.00	1.00
Trustee Report - property residence of grantor 38-1-8A	\$59-1-10 (a) (2)	20.00								20.00			42.00					1.00	1.00
Plat or Map	\$59-1-10 (a) (4)	10.00											12.00					1.00	1.00
UCC Filings	\$59-1-10 (a) (3)	10.00											12.00					1.00	1.00
Miscellaneous:	\$59-1-10 (a) (6)																		
Affidavit of Ownership / Relationship		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Assignments		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Bill of Sale		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Certificate of Incorporation		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Execution		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Judgment		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Land Contract		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Lease		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Limited Partnership		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Lis-Pendens		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Living Trust		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Mechanics Lien		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Modification Agreement		5.00			2.50	2.50	2.00						12.00					1.00	1.00
Orders (Court)		5.00			2.50	2.50	2.00						12.00					1.00	1.00

Schedule of Clerk's Fees to be Charged

Updated June 2021

Fees and Other Remittance	West Virginia State Code	County Clerk's Fees	County Reappraisal Assessor	E-911 Center Fund	Farmland Protection	Outdoor Heritage Conservation	Public Record & Preservation	Courtroom Facilities Improvement	Marriage Licenses	WV Housing Development Fund	Fund for Civil Legal Services	Marriage Education Fund	Minimum Fee	§11-22-2		Documents Over 5 Pages Each Additional page	Preservation Over 19 pages Each Additional 10 pages							
														§59-1-10 (a) (8)	§5A-8-15			§29-26-6	§11-12	§31-18	§9-1-10 (c)(9)	§8-2-702	Property Transfer Stamp	
																							WV Housing	With Consideration Per \$1,000 Value
Power of Attorney		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Release		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Right-of-Way***		5.00			2.50	2.50	2.00						12.00	***	***	1.00	1.00							
Statutory Lien		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Subordination		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Agreement		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Substitute Trustee		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Trustee's Report (property not residence of grantor)		5.00			2.50	2.50	2.00						12.00			1.00	1.00							
Trustee's Appointments																								
(Judges, Institutions \ & Other)		10.00					2.00						12.00				1.00	1.00						
(Church)		335-1-6	1.00				2.00						3.00				1.00	1.00						
Copies/Certificates																								
Birth, Death or Marriage Certificate	§59-1-10 (d) (4)	5.00											5.00											
Certified Copy of Death, Birth, or Marriage	§59-1-10 (d) (1)	5.00											5.00											
Copies	§59-1-10 (d) (1)	1.50											1.50											
Copies - Certified	§59-1-10 (d) (1&3)	2.50											2.50											
Copies - Electronic Form	§59-1-10 (e)	Reasonable fee, not to exceed cost of Document Search & Duplication																						
Justification of Surety	§59-1-10 (d) (1&3)	2.50											2.50											
Probate																								
Administer Oath	§59-1-10 (b)	5.00											7.00					1.00						
Appraisements	§59-1-10 (a) (6)	5.00			2.50	2.50	2.00						12.00			1.00		1.00						

Schedule of Clerk's Fees to be Charged

Updated June 2021

Fees and Other Remittance	West Virginia State Code	County Clerk's Fees	\$59-1-10 (a) (8)				Public Record & Preservation	Courthouse Facilities Improvement	Marriage Licenses	WV Housing Development Fund	Fund for Civil Legal Services	Marriage Education Fund	Minimum Fee	\$11-22-2		Documents Over 5 Pages Each Additional page	Preservation Over 19 pages Each Additional 10 pages
			County Reappraisal Assessor	E-911 Center Fund	Farmland Protection	Outdoor Heritage Conservation								Property Transfer Stamp With Consideration Per \$1,000 Value	State		
Appraisal - Publication	\$59-1-10	20.00										20.00					
Fiduciary Affidavit	\$59-1-10 (a) (6)	5.00		2.50	2.50	2.00						12.00				1.00	1.00
Bond (Fiduciary)	\$59-1-10 (a) (6)	5.00		2.50	2.50	2.00						12.00				1.00	1.00
Certificate of Appointment - Fiduciary	\$59-1-10 (d) (1&3)	2.50										2.50					
Claims Against Estate - Postage	\$59-1-10 (a) (6)	5.00		2.50	2.50	2.00						12.00				1.00	1.00
Disclaimer of Clerk or Commission	\$59-1-10 (d) (3)	1.00										1.00					
Settlements (Personal Representatives):																	
Settlement /Waiver /Report - Mailed	\$44-2-1	10.00				2.00						12.00				1.00	1.00
Settlement /Waiver/Report - Published	\$44-2-1	10.00				2.00						12.00				1.00	1.00
Settlements (Fiduciary Commissioner)																	
Settlement/Waiver /Report - Mailed	\$44-2-1 (b)	10.00				2.00						12.00				1.00	1.00
Settlement/Waiver /Report - Recorded	\$59-1-10 (d) *****	10.00		2.50	2.50	2.00						17.00				1.00	1.00
Will	\$59-1-10 (a) (6)	5.00		2.50	2.50	2.00						12.00				1.00	1.00
Will - Postage	\$59-1-10 (a) (6)	5.32		Cost of mailing certified								5.32					
Marriage License with prenuptial agreement certificate	\$59-1-10 (e)	9.00				2.00			10.00	16.00		37.00					1.00
Marriage License without prenuptial agreement certificate	\$59-1-10 (e)	9.00				2.00			10.00	21.00		57.00					1.00