| | | | | | | S | chedul | e of Cl | erk's] | Fees to | be Ch | arged | | | | | | | | |
|--|---------------------|--------------|-------------|---------|--------------|--------------|--------------|------------|----------|-----------|-----------------|-----------|----------------|---------------|------------------------|-----------|----------|-----------------|----------------|---------------|
| | | | | | | | | U | pdated J | uly 2021 | | | | | | | | | | |
| | | §59-1-10 | | §59-1-1 | 0 (a) (8) | | §5A-8-15 | §29-26-6 | §11-12 | \$31-18 | §59-1-10 (c)(4) | §48-2-702 | | | ş | 11-22-2 | | | §59-1-10(a)(7) | §5A-8-15 |
| | West | | | | | Outdoor | Public | Courthouse | - | wv | Fund for | | | | Property | Transfer | Stamp | | Documents | Preservation |
| | Virginia | County | County | E-911 | | Heritage | Record & | Facilities | | Housing | Civil | Marriage | ee | | With C | Considera | ation | | Over 5 Pages | Over 19 pages |
| Fees and | State | Clerk's | Reappraisal | Center | Farmland | Conserv- | Preserv- | Improve- | Marriage | Develop- | Legal | Education | Minimum Fee | | | Per \$1,0 | 00 Value | e | Each | Each |
| Other Remittance | Code | Fees | Assessor | Fund | Protection | ation | ation | ment | Licenses | ment Fund | Services | Fund | nimu | WV Housing | 8A-12-21 County | State | County | 7 | Additional | Additional 10 |
| | | | | | | | | | | | | | Mir | Housing | Farmland Protection | ***** | ***** | County | page | pages |
| | §59-1-10 | | | | | | | | | | | | | | | | | 1.10 or 2.20 | | |
| Deed * | (a) (1) | 12.00 | 5.00 | 1.00 | 2.00 | 2.00 | 2.00 | 3.00 | | | | | 27.00 | 20.00 | 2.20 ** | 1.98 | 0.22 | 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 | §59-1-10 | 12100 | 0.00 | 1100 | 2.00 | 2.00 | 2.00 | 2100 | | | | | | | | | | | 1100 | 1100 |
| Deed of Trust* | (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 - | | 12.00 | 5.00 | 1.00 | 2.00 | 2.00 | 2.00 | 5.00 | | | | | 2/100 | | | | | | 1.00 | 1.00 |
| property residence of grantor 38-1-8A | §59-1-10 (a) (2) | 20.00 | | | | | 2.00 | | | 20.00 | | | 42.00 | | | | | | 1.00 | 1.00 |
| | §59-1-10 | | | | | | | | | | | | | | | | | | | |
| Plat or Map | (a) (4) §59-1-10 | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | | 1.00 |
| UCC Filings | (a) (3) | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| | \$59-1-10 | | | | • | • | • | | • | | | • | | | | | | | • | |
| Miscellaneous: Affidavit | (a) (6) | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | 1 | 1.00 | 1.00 |
| Affidavit of | | 5.00 | | | 2.30 | 2.30 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Ownership | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| /Heirship | | 5.00 5.00 | | | 2.50 2.50 | 2.50 2.50 | 2.00 2.00 | | | | | | 12.00 12.00 | | | | | + | 1.00 | 1.00 |
| Assignments Bill of Sale | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Certificate of | | | | | 2.50 | | 2.00 | | | | | | | | | | | | | 1.00 |
| 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 5.00 | | | 2.50 2.50 | 2.50 2.50 | 2.00 2.00 | | | | | | 12.00 12.00 | | | | | + | 1.00 | 1.00 |
| Land Contract Lease | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Limited | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | | | | | | 1 | 1.00 | 1.00 |
| Partnership | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | ļ | | | 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 Modification | | 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 |
| Orders (Court) | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Power of Attorney | | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |

| | | | | | | S | chedul | e of Cl | erk's] | Fees to | be Ch | arged | | | | | | | | |
|--|------------------------|----------|---------------------------------------|----------------|---------------|----------------|--------------------|--------------|----------|-----------|-----------------|-----------|-------------|---------------|--|---------------|-----------------|--------|-----------------|------------------------|
| | | | | | | | | Ul | pdated J | uly 2021 | | | | | | | | | | |
| | | §59-1-10 | | §59-1-1 | 0 (a) (8) | | \$5A-8-15 \$29-26- | | | §31-18 | §59-1-10 (c)(4) | §48-2-702 | | | ş | §11-22-2 | | | §59-1-10(a)(7) | §5A-8-15 |
| | West | | | | | Outdoor | Public | Courthouse | | WV | Fund for | | | | Property | 7 Transfer | Stamp | | Documents | Preservation |
| | Virginia | County | County | E-911 | | Heritage | Record & | Facilities | | Housing | Civil | Marriage | iee | | With | Considera | ation | | Over 5 Pages | Over 19 pages |
| Fees and | State | Clerk's | Reappraisal | Center | Farmland | Conserv- | Preserv- | Improve- | Marriage | Develop- | Legal | Education | um F | | | Per \$1,0 | 00 Value | : | Each | Each |
| Other Remittance | Code | Fees | Assessor | Fund | Protection | ation | ation | ment | Licenses | ment Fund | Services | Fund | Minimum Fee | WV Housing | 8A-12-21 County Farmland Protection | State **** | County ***** | County | Additional page | Additional 10 pages |
| 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 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 Appo | intments | | | | | | | | | | | | | | | | | | | |
| (Lodges, Institutions | | | | | | | | | | | | | | | | | | | | |
| \ & Other) | | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | | 1.00 |
| (Church) | \$35-1-6 | 1.00 | | | | | 2.00 | | | | | | 3.00 | | | | | | 1.00 | 1.00 |
| Copies/Certifica | ates | 1 | | | | | 1 | 1 | | | | | | | | | 1 | | | |
| Birth, Death or Marriage Certificate | \$59-1-10 (d) (4) | 5.00 | | | | | | | | | | | 5.00 | | | | | | | |
| Certified Copy of Death, Birth, | \$59-1-10 | | | | | | | | | | | | | | | | | | | |
| or Marriage | (d) (1) | 5.00 | | | | | | | | | | | 5.00 | | | | | | | |
| Copies | \$59-1-10 (d) (1) | 1.50 | | | per page for | the first 2 pa | ges \$1.00 for | each additio | nal page | | | | 1.50 | | | | | | | |
| Copies – Certified | \$59-1-10 (d) (1&3) | 2.50 | | | | | | | | | | | 2.50 | | | | | | | |
| Copies - Electronic Form | \$59-1-10 (e) | | e fee, not to ex | ceed cost of l | Document Sear | rch & Duplic | ation | | | | | | 100 | | | | | | | |
| Justification of Surety | \$59-1-10 (d) (1&3) | 2.50 | | | | | | | | | | | 2.50 | | | | | | | |
| Probate | | 1 | I I I I I I I I I I I I I I I I I I I | | | | I | | | | | I | | | | | | | | |
| Administer Oath | \$59-1-10 (b) | 5.00 | | | | | 2.00 | | | | | | 7.00 | | | | | | | 1.00 |
| Appraisements | \$59-1-10 (a) (6) | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Appraisement – Publication | | 20.00 | | | | | | | | | | | 20.00 | | | | | | | |

| | | | | | | S | chedul | e of Cl | erk's l | Fees to | be Ch | arged | | | | | | | | |
|---|------------------------|----------|---------------|---------|-------------|--------------|----------|------------|----------|-----------|-----------------|-----------|-------------|---------|----------------------------------|---------------|-----------------|--------|----------------|---------------|
| | | | | | | | | | pdated J | | | 8 | | | | | | | | |
| | | §59-1-10 | | §59-1-1 | 0 (a) (8) | | §5A-8-15 | §29-26-6 | §11-12 | §31-18 | §59-1-10 (c)(4) | §48-2-702 | | | ş | §11-22-2 | | | §59-1-10(a)(7) | §5A-8-15 |
| | West | | | | | Outdoor | Public | Courthouse | • | wv | Fund for | | | | Property | / Transfer | Stamp | | Documents | Preservation |
| | Virginia | County | County | E-911 | | Heritage | Record & | Facilities | | Housing | Civil | Marriage | ş | | With | Considera | ation | | Over 5 Pages | Over 19 pages |
| Fees and | State | Clerk's | Reappraisal | Center | Farmland | Conserv- | Preserv- | Improve- | Marriage | Develop- | Legal | Education | n Fe | | | Per \$1.0 | 00 Value | | Each | Each |
| Other Remittance | Code | Fees | Assessor | Fund | Protection | ation | ation | ment | Licenses | ment Fund | Services | Fund | unu | WV | 8A-12-21 | 101 \$1,0 | value | | Additional | Additional 10 |
| | | | | | | | | | | | | | Minimum Fee | Housing | County Farmland Protection | State **** | County ***** | County | page | pages |
| (Fiduciary | §59-1-10 | | | | | | | | | | | | | | | | | | | |
| Affidavit) | (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 | (=) (=) | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12:00 | | | | | | 1.00 | 1.00 |
| Appointment - | §59-1-10 | | | | | | | | | | | | | | | | | | | |
| Fiduciary Claims Against | (d) (1&3) | 2.50 | | | | | | | | | | | 2.50 | | | | | | | |
| Estate - Postage | | postage | per claim fil | led | | | | | | | | | - | | | | | | | |
| | §59-1-10 | 1 0 | | | | | | | | | | | | | | | | | | |
| Disclaimer | (a) (6) | 5.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Seal of Clerk or Commission | §59-1-10 (d) (3) | 1.00 | | | | | | | | | | | 1.00 | | | | | | | |
| Settlements (Per | | | tives): | | | | | | | | | | 1.00 | | | l | l | | | |
| Settlement | | F | | | | | | | | | | | | | | | | | | |
| /Waiver | | 10.00 | | | | | • • • • | | | | | | 10.00 | | | | | | 1.00 | 1.00 |
| /Report - Mailed Settlement/ | §44-2-1 | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Waiver/Report | | | | | | | | | | | | | | | | | | | | |
| - Published | §44-2-1 | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| Settlements (Fig | luciary C | ommissio | oner) | | | | 1 | | 1 | 1 | | | | I | | T | | 1 | | 1 |
| Settlement/Waiver | §44-2-1 | | | | | | | | | | | | | | | | | | | |
| /Report - Mailed | (b) | 10.00 | | | | | 2.00 | | | | | | 12.00 | | | | | | 1.00 | 1.00 |
| | 44-2-1 (b) | | | | | | | | | | | | | | | 1 | 1 | | | |
| Settlement/Waiver | & \$50,1,10 | | | | | | | | | | | | | | | | | | | |
| /Report - Recorded | \$59-1-10 (d) ***** | 10.00 | | | 2.50 | 2.50 | 2.00 | | | | | | 17.00 | | | | | | 1.00 | 1.00 |
| | §59-1-10 | | | | | | | | | | | | | | | 1 | | | | |
| Will | (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 ma | ailing certi | fied | | | | | | 5.32 | | | | | | | |
| Marriage License | | 5.32 | | | COSt Of III | | | | | | | | 5.54 | | | | | | | |
| with premarital educational certificate | §59-1-10 (c) | 9.00 | | | | | 2.00 | 10.00 | 16.00 | | | | 37.00 | | | | | | | 1.00 |
| Marriage License | | 9.00 | | | | | 2.00 | 10.00 | 10.00 | | | | 57.00 | | | | | | | 1.00 |
| without premarital educational certificate | §59-1-10 (c) | 9.00 | | | | | 2.00 | 10.00 | 21.00 | | 5.00 | 10.00 | 57.00 | | | | | | | 1.00 |
| | (*) | 9.00 | | | | | 2.00 | 10.00 | 21.00 | | 5.00 | 10.00 | 57.00 | | | | | | | 1.00 |

| | | | | | | S | chedul | | erk's] pdated J | | be Ch | arged | | | | | | | | |
|---|--|---------|-------------------|----------------------|-----------------------|-----------------------|------------------|-----------------------|---------------------|-----------------------|-----------------------|-----------------------|---------|------------------------|--|----------------------|-----------------|-----------------|--------------------|-------------------------|
| | \$59-1-10 (a) (8) \$5A-8-15 \$29-26-6 \$11-12 \$31-18 \$59-1-10 (c)(4) \$48-2-702 \$11-22-2 | | | | | | | | | | | | | | | §59-1-10(a)(7) | §5A-8-15 | | | |
| | West Virginia County County E-911 Heritage | | | | | | | Courthouse | | wv | Fund for | | | Property Transfer Stam | | | | | Documents | Preservation |
| | | | | | | | | Record & Facilities | | | Civil | Marriage | Fee | | With | Considera | tion | | Over 5 Pages | Over 19 pages |
| Fees and | State | Clerk's | Reappraisal | Center | Farmland | Conserv- | | | | | | | Each | Each | | | | | | |
| Other Remittance | Code | Fees | Assessor | Fund | Protection | ation | ation | ment | Licenses | ment Fund | Services | Fund | Minimum | WV Housing | 8A-12-21 County Farmland Protection | State **** | County ***** | County | Additional page | Additional 10 pages |
| Fees are to be remi | ttad to the | | | | | | 10% to | | Remit | | | | | | Exclusively | | | | | |
| General County Fu | | | Remit to | | Remit to | Remit to | General Fund | Remit to | to State | Remit to | Remit to | Remit to | | | for funding | Remit to | Remit | Remit | | 10% to |
| Auditor, WV Hous | | | Assessor's | | State | State | 90% to | State | Auditor's | State | State | State | | Remit | county farmland | State | to | to | Remit | General Fund |
| and the State Treasurer by the 10th of the month. | | | Valuation Fund | Remit to 911 Fund | Treasurer's Office | Treasurer's Office | State Auditor | Treasurer's Office | Office **** | Treasurer's Office | Treasurer's Office | Treasurer's Office | | to WV Housing | preservatio n | Auditor' s Office | | General Fund | to General Fund | 90% to State Auditor |

Minimum Fee is the lowest amount that can be charged. Columns after Minimum Fee are additional fees that may apply as noted.

* - The County Clerk's Fees of \$12.00 shall be deposited into the general fund with \$2.00 dedicated to the operation of the county clerk's office.

** - This 2.20 fee is charged only in Counties where the County Commission has formally created a farmland protection program per WV Code Chapter 8A.

*** - Right of way with consideration could have WV Housing and property transfer stamp fees as well.

**** - \$1 toward General Fund; \$15 toward Familly Protection Shelter

***** - Beginning July 1, 2021, the state portion is to be reduced by 0.22 and county portion to be increased by 0.22 each year until 2030, when the entire \$2.20 is for county purposes.

Note: Deeds, Property Transfer Stamp, County - \$1.10 or \$2.20 per \$1,000, after passage of SB 433 in 2017 permitted to increase above \$2.20 per \$1,000 but not to exceed \$3.30 per \$1,000

Note 1:

Instruments executed or acknowledged in West Virginia must contain the name of the person, and governmental agency, if any, that prepared such instrument at the conclusion of such instrument in the following form: "This instrument was prepared by (name)."

Note 2:

WV Code \$5A-8-15 provides that the County Clerk shall charge and collect an additional one dollar fee for every document containing less than twenty pages filed for recording and an additional one dollar for each additional ten pages of document filed for recording. This fee is added whenever a document is presented for recording.

Note 3:

The additional fee for WV Housing of \$20.00 was added for any document that requires property transfer stamps.

| | | | | | | S | chedul | | erk's] pdated J | | be Ch | arged | | | | | | | | |
|--|------------------|-----------------|---|----------------------|---|---|---|---|---|---|---|---|-----------|---|--|-------------|----------------------------|--------------------------------|-----------------------------|---|
| | | §59-1-10 | | §59-1-1 | 0 (a) (8) | | §5A-8-15 | §29-26-6 | §11-12 | §31-18 | §59-1-10 (c)(4) | §48-2-702 | -2-702 | §11-22-2 | | | | | §59-1-10(a)(7) | §5A-8-15 |
| | West Virginia | County | County | E-911 | | Outdoor Heritage | | Courthouse Facilities | Marriage | WV Housing | Fund for Civil | Marriage | Fee | Property Transfer Stamp With Consideration | | | | | Documents Over 5 Pages | Preservation Over 19 pages |
| Fees and Other Remittance | State Code | Clerk's Fees | Reappraisal Assessor | Center Fund | Farmland Protection | Conserv- ation | Preserv- ation | Improve- ment | | Develop- ment Fund | Legal Services | | Minimum F | WV Housing | 8A-12-21 County Farmland Protection | | 00 Value County **** | County | Each Additional page | Each Additional 10 pages |
| Fees are to be remitted to the General County Fund, State Auditor, WV Housing Fund and the State Treasurer by the 10th of the month. | | Remit | Remit to Assessor's Valuation Fund | Remit to 911 Fund | Remit to State Treasurer's Office | Remit to State Treasurer's Office | 10% to General Fund 90% to State Auditor | Remit to State Treasurer's Office | Remit to State Auditor's Office **** | Remit to State Treasurer's Office | Remit to State Treasurer's Office | Remit to State Treasurer's Office | | Remit to WV Housing | Exclusively for funding county farmland preservatio n | to State | | Remit to General Fund | Remit to General Fund | 10% to General Fund 90% to State Auditor |

Remittance of Fees

Housing

West Virginia Affordable Housing Trust Fund C/o West Virginia Housing Development Fund Account Department 1814 Virginia Street E. Charleston, WV 25301 Fees to Remit: WV Housing

General County Fund

Remit to Sheriff **Fees to Remit:** County Clerk's Fees 10% of Public Record & Preservation 10% of Additional Preservation Documents Over 5 Pages Property Transfer Stamps - County

State Treasurer

West Virginia State Treasurer's Office 1900 Kanawha Boulevard East Charleston, WV 25305 **Fees to Remit:** Farmland Protection Outdoor Heritage Conservation Courthouse Facilities Improvement WV Housing Development Fund (Banking Commissioner) Fund for Civil Legal Services for Low Income Persons Marriage Education Fund

State Auditor

Office of the State Auditor County Collections Division 1900 Kanawha Blvd Bldg 1, Room W-118 Charleston, WV 25305 **Fees to Remit:** 90% of Public Record & Preservation Marriage License 90% of Additional Preservation Fee Property Transfer Stamp - State