Schedule of Clerk's Fees to be Charged

Effective July 1, 2023

		§59-1-10	1	860 1 10	0 () (0)											§11-22-2				
1		§59-1-10 (a) (8)					§5A-8-15	§29-26-6	§11-12	§31-18	§59-1-10 (c)(4)	§48-2-702				§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	Fee	With Consideration				Over 5 Pages	Over 19 page:	
Fees and	State	Clerk's	Reappraisal	Center	Farmland	Conserv-	Preserv-	Improve-	Marriage	Develop-	Legal	Education	H H		Per \$1,000 Value				Each	Each
Other Remittance	Code	Fees	Assessor	Fund	Protection	ation	ation	ment	Licenses	ment Fund	Services	Fund	Minimum	WV Housing	8A-12-21 County	State	County		Additional	Additional 10
													Min	nousing	Farmland Protection	****	*****	County	page	pages
D 14	§59-1-10	12.00	5.00	1.00	2.00	2.00	2.00	0.00					22.00	20.00	2 20 **	154	0.00	1.10 up to 3.30	1.00	1.00
Deed *	(a) (1) §59-1-10	12.00	5.00	1.00	2.00	2.00	2.00	8.00					32.00	20.00	2.20 **	1.54	0.66	up to 5.50	1.00	1.00
Deed of Trust*	(a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	8.00					32.00						1.00	1.00
Memorandum of	§59-1-10																			
Deed of Trust*	(a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	8.00					32.00						1.00	1.00
Fixture Filing*	§59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	2.00	8.00					32.00						1.00	1.00
Trustee Report -	§59-1-10																			
property residence of grantor 38-1-8A	(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
Miscellaneous:	§59-1-10 (a) (6)										1						1	•		
Affidavit	(4) (0)	5.00			2.50	2.50	2.00						12.00					T	1.00	1.00
Affidavit of		0.00			2.50	2.50	2.00						12.00						1.00	1.00
Ownership		5.00			2.50	2.50	2.00						40.00							
/Heirship		5.00			2.50	2.50	2.00						12.00						1.00	1.00
Assignments Bill of Sale		5.00			2.50	2.50	2.00					-	12.00 12.00						1.00	1.00
Certificate of		3.00			2.30	2.30	2.00			_			12.00						1.00	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			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 Modification		5.00									-								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

Schedule of Clerk's Fees to be Charged Effective July 1, 2023 §59-1-10 §59-1-10 (a) (8) §59-1-10 (c)(4) §5A-8-15 §29-26-6 §11-12 §31-18 §48-2-702 §11-22-2 §59-1-10(a)(7) §5A-8-15 West Outdoor Public Courthouse WV Fund for Property Transfer Stamp Documents Preservation Heritage Virginia County County E-911 Record & Facilities Housing Civil Marriage With Consideration Over 19 pages Over 5 Pages Fee State Clerk's Reappraisal Center Farmland Conserv-Preserv-Develop-Education Marriage Legal Fees and Improve-Per \$1,000 Value Each Each Minimum wv Other Remittance Code Fees Fund Protection Additional Assessor ation Licenses ment Fund Services Fund 8A-12-21 Additional 10 Housing County State County page pages Farmland **** **** County Protection 5.00 2.50 Release 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 5.00 2.50 2.50 2.00 12.00 1.00 Statutory Lien 1.00 Subordination 5.00 2.50 2.50 Agreement 2.00 12.00 1.00 1.00 Substitute 5.00 Trustee 2.50 2.50 2.00 12.00 1.00 1.00 Trustee's Report property not residence of 5.00 2.50 2.50 grantor 2.00 12.00 1.00 1.00 **Trustee's Appointments** (Lodges, Institutions & Other) 10.00 2.00 12.00 1.00 835-1-6 1.00 2.00 (Church) 3.00 1.00 1.00 Copies/Certificates Birth, Death or Marriage §59-1-10 Certificate (d) (4) 5.00 5.00 Certified Copy of Death, Birth, §59-1-10 or Marriage (d) (1) 5.00 5.00 §59-1-10 (d)(1) 1.50 1.50 Copies per page for the first 2 pages \$1.00 for each additional page §59-1-10 Copies -Certified (d) (1&3) 2.50 2.50 Copies - Electronic §59-1-10 Form (e) Reasonable fee, not to exceed cost of Document Search & Duplication Justification §59-1-10 (d) (1&3) 2.50 of Surety 2.50 **Probate** §59-1-10 Administer Oath (b) 5.00 2.00 7.00 1.00 §59-1-10 2.50 (a)(6)5.00 2.50 2.00 12.00 Appraisements 1.00 1.00 Appraisement -Publication 20.00 20.00

						5	Schedu	le of C	lerk's	Fees to	be Ch	arged								
								Ef	fective J	uly 1, 202	3 .									
		§59-1-10	59-1-10 §59-1-10 (a) (8)					§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		Outdo			Outdoor	Public Courthouse			WV	Fund for				Propert	y Transfe	r Stamp		Documents	Preservation
	Virginia	County	County	E-911		Heritage	Record &	Facilities	[Housing	Civil	Marriage	8		With Consideration				Over 5 Pages	Over 19 pages
Fees and	State	Clerk's	Reappraisal	Center	Farmland	Conserv-	Preserv-	Improve-	Marriage	Develop-	Legal	Education	a Fi		Per \$1,000 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 State County		Additional page	Additional 10 pages		
(Fiduciary	§59-1-10		-		-				_				-		Protection			County		
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	(a) (o)	3.00			2.30	2.30	2.00		-				12.00			-			1.00	1.00
Appointment - Fiduciary	§59-1-10 (d) (1&3)	2.50											2.50							
Claims Against Estate - Postage		postage	per claim fi	led									-							
Disclaimer	§59-1-10 (a) (6)	5.00			2.50	2.50	2.00						12.00						. 1.00	1.00
Seal of Clerk or Commission	§59-1-10	1.00																		
Settlements (Pe	(d) (3)		tirran).										1.00							L
Settlement (Fe	rsonai Ke	presenta	uves):							Ī				T						
/Waiver /Report - Mailed	§44-2-1	10.00					2.00						12.00						1.00	1.00
Settlement/ Waiver/Report		10.00											40.00						1.00	4.00
- Published	§44-2-1	10.00					2.00	l		l	L		12.00	L					1.00	1.00
Settlements (Fig	duciary C	ommissi	oner)		T				г —							_				
Settlement/Waiver /Report - Mailed	§44-2-1 (b)	10.00					2.00						12.00						1.00	1.00
Settlement/Waiver	44-2-1 (b) & §59-1-10																			
/Report - Recorded	(d) ***** §59-1-10	10.00			2.50	2.50	2.00		-		_		17.00					-	1.00	1.00
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	32 Cost of mailing cer				ified						5.32							
Marriage License with premarital educational certificate	§59-1-10 (c)	9.00					2.00	10.00	16.00				37.00							1.00
Marriage License without premarital educational certificate	§59-1-10 (c)	9.00					2.00	10.00	21.00		5.00	10.00	57.00							1.00

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	Effective July 1, 2023																			
		§59-1-10		§59-1-1	§5A-8-15	§29-26-6	§11-12	§11-12						§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	e	With Consideration			Over 5 Pages	Over 19 pages		
Fees and	State	Clerk's	Reappraisal	Center	Farmland	Conserv-	Preserv-	Improve-	Marriage	Develop-	Legal	Education	im F	Per \$1,000 Value				Each	Each	
Other Remittance	Code	Fees	Assessor	Fund	Protection	ation	ation	ment	Licenses	ment Fund	Services	Fund	inim	WV Housing	8A-12-21 County	State	County		Additional	Additional 10
													Mii		Farmland Protection	****	*****	County	page	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 Funds as detailed below *****	Remit to General Fund	Remit to General Fund	10% 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.

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

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.

^{* -} 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, 2023, the state portion is to be 70% and the county portion 30% of the total 2.20 fee (these percentages change 7/1/2024 & again 7/1/25) the specific breakdown of the 30% county portion is: 20% goes to General County Fund, 5% goes to the County Clerk Election Fund #061, and 5% goes to the County Clerk Real Property E-Recording Act #062 (these percentages change 7/1/2024 & again 7/1/25)

Schedule of Clerk's Fees to be Charged Effective July 1, 2023 §59-1-10 §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 Outdoor Public Property Transfer Stamp Preservation Courthouse Fund for Documents Virginia County County E-911 Heritage Record & Facilities Housing Civil Marriage With Consideration Over 5 Pages Over 19 pages Reappraisal State Clerk's Center Farmland Conserv-Preserv-Improve-Marriage Develop-Legal Education Per \$1,000 Value Each Fees and Minimum Each wv 8A-12-21 Additional Additional 10 Other Remittance Code Fees Assessor Fund Protection ation ation ment Licenses ment Fund Services Fund Housing County State County page pages **** **** County Protection 10% to Remit Exclusively Fees are to be remitted to the Remit General Remit Remit Remit to Remit to Remit Remit for funding General County Fund, State Remit to to Fund State Funds as Remit 10% to to to to to to Auditor, WV Housing Fund Remit detailed General Fund Assessor's State State 90% to State Auditor's State State State Remit State to Remit farmland and the State Treasurer by to General Valuation Remit to Treasurer's State Office to WV Auditor below General to General 90% to Treasurer's Freasurer's Treasurer's Treasurer's Treasurer's ****

Remittance of Fees

Office

Office

Office

Housing

the 10th of the month.

West Virginia Affordable Housing Trust Fund C/o West Virginia Housing Development Fund Account Department

Fund

Fund

911 Fund

Office

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

Percentage of Property Transfer Stamps - County

State Treasurer

Office

West Virginia State Treasurer's Office 1900 Kanawha Boulevard East

Charleston, WV 25305

Auditor

Office

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

Assessor's Valuation Fund (056)

Remit to Sheriff

Fees to Remit:

County Reappraisal Assessor

County Clerk Election Fund (061)

Remit to Sheriff

Fees to Remit:

Percentage of Property Transfer Stamps (County)

State Auditor

Office of the State Auditor

Housing

s Office

Fund

Fund

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

E-911 Fund (007)

Remit to Sheriff

Fees to Remit:

E-911 Center

County Clerk Real Property E-Recording Act (062)

Remit to Sheriff

Fees to Remit:

Percentage of Property Transfer Stamps (County)