

The Hartley County Clerk's Recording Division

The Recording Division of the Hartley County Clerk's Office:

Preserves documents pertaining to real property records including deeds and tax liens,

Issues marriage licenses, and Brand Registrations

Records assumed name certificates (DBAs) for new businesses.

The Hartley County Clerk's permanent library contains millions of documents dating from the 1800s to present.

Office Location and Hours

The Recording Department is located at 900 Main Street, Channing Texas. Our mailing address is PO Box 189, Channing, Texas 79018.

We are open 8:00 am to 4:30 pm Monday through Thursday, CLOSED 12:00-1:00. 8:00 am to 3:30 on Fridays. Closed legal holidays.

Contact for Recording

Telephone: 806-235-3582

Email: mmead@hartleycountytexas.gov

awilliamson@hartleycountytexas.gov

jbailey@hartleycountytexas.gov

Postal Mail: Hartley County Clerk's Office
P.O. Box 189
Channing Texas 79018

Fee's for Recording a Document

\$25.00 for the first page

\$4.00 for every page thereafter.

\$.25 per name over 5 names

Please send a postage paid envelope for return.

1" margins

Locate a Document www.idocmarket.com

Recording Indexes or Vol. & Page - 1980 to Present

Will have a lot of Recordings online, you can search by name. The older instruments are by Vol & Page Reference

Call for information. 806-235-3582

The Hartley County Clerk's Recording Division

eRecording

The Following entities may use eRecording to electronically file documents with our office:

- An attorney licensed in this state;
- A bank, savings and loan association, savings bank, or credit union doing business under laws of the United States or this state;
- A federally chartered lending institution, a federal government-sponsored entity, an instrumentality of the federal government, or a person approved as a mortgagee by the United States to make federally insured loans;
- A person licensed to make regulated loans in this state;
- A title insurance company or title insurance agent licensed to do business in this state;
- An agency of this state.

We encourage any of these to take advantage of this service because it is:

Convenient	File 24/7 from any location with Internet access
Flexible	Standard document formats are accepted and special hardware or software is not required
Fast	Occurs in real time and allows you to receive immediate confirmation and file-stamped copied upon acceptance.
Cost effective	Often less expensive than producing and processing paper filings.
Secure	Process adheres to state and federal security regulations
Green	Reduces the use of paper and reduces carbon emissions by eliminating trips by car or transportation by mail.

Per Texas Local Government Code 195.003, the following organizations are authorized to use eRecording to electronically file documents with our office:

Corporation Service Company
2711 Centerville Road, Suite 400
Wilmington, DE 19808
806-652-0111

- eRecording Support (866) 652-0111
- erecording@cscglobal.com
- CSC provides a web-based eRecording solution that enables submitters to electronically record real estate documents.
- erecording.com

**HARTLEY COUNTY RECORDING FEES:
AS OF JANUARY 1, 2024**

1	PAGE DOCUMENT \$25.00	<u>CHECK THES THINGS BEFORE RECORDING</u>
2	PAGE DOCUMENT \$29.00	*IS IT AN ORIGINAL SIGNATURE?
3	PAGE DOCUMENT \$33.00	*IS IT NOTORIZED OR A CERTIFIED COPY
4	PAGE DOCUMENT \$37.00	*IS IT HARTLEY COUNTY PROPERTY
5	PAGE DOCUMENT \$41.00	*IS EXHIBIT "A" ATTACHED, IF INDICATED? (IF
6	PAGE DOCUMENT \$45.00	THERE IS NO EXHIBIT "A" ATTACHED, YOU CAN
7	PAGE DOCUMENT \$49.00	USE THE STAMP (NO EXHIBIT ATTACHED)
8	PAGE DOCUMENT \$53.00	*IF PORTIONS OF DOCUMENT ARE NOT LEGIBLE
9	PAGE DOCUMENT \$57.00	USE THE STAMP @ THE BOTTOM OF FIRST PAGE
10	PAGE DOCUMENT \$61.00	*COUNT TO MAKE SURE FEES ARE CORRECT
11	PAGE DOCUMENT \$65.00	*CHECK TO SEE HOW MANY NAMES ARE TO BE
12	PAGE DOCUMENT \$69.00	INDEXED.
13	PAGE DOCUMENT \$73.00	
14	PAGE DOCUMENT \$77.00	*USE REJECTION SHEET AS NEEDED
15	PAGE DOCUMENT \$81.00	
16	PAGE DOCUMENT \$85.00	*5 NAMES – FREE, 6+ .25 EXTRA PER NAME
17	PAGE DOCUMENT \$89.00	
18	PAGE DOCUMENT \$93.00	
19	PAGE DOCUMENT \$97.00	
20	PAGE DOCUMENT \$101.00	
21	PAGE DOCUMENT \$105.00	
22	PAGE DOCUMENT \$109.00	
23	PAGE DOCUMENT \$113.00	
24	PAGE DOCUMENT \$117.00	
25	PAGE DOCUMENT \$121.00	

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*PLEASE SEND A SELF ADDRESSED STAMPED ENVELOPE WITH RECORDING AS WE WILL RETURN THE ORIGINAL COPY TO YOU.