

Forms may be copied or downloaded, completed and submitted by Fax to 432 758-1442 or email to [vicki.phillips@co.gaines.tx.us](mailto:vicki.phillips@co.gaines.tx.us)

Payment of the required fee is due prior to processing your request.

Credit Cards are accepted through Official Payments Corporation. There is a convenience fee of \$5.95 per transaction. You may pay with your credit card by phone at 1-800-272-9829, or by internet at [www.officialpayments.com](http://www.officialpayments.com).

When prompted for Jurisdiction Code enter: 6580

When prompted for Cause No. enter: 1234

Please include the Confirmation # of the Credit Card transaction with your request.

For questions or assistance, contact our office at 432 758-4003.

**APPLICATION FOR CERTIFIED COPY**

**MARRIAGE**

**Fee \$21.00**

**Male Name** \_\_\_\_\_

**Female Name** \_\_\_\_\_

**Date of Marriage** \_\_\_\_\_

**DEATH**

**Fee \$21.00 first one, \$4.00 each additional**

**Name** \_\_\_\_\_

**Date of Death** \_\_\_\_\_

**MILITARY DISCHARGE**

**(No Charge to Veteran)**

**Name** \_\_\_\_\_

**Date of Discharge** \_\_\_\_\_

**DEED**

**Fee \$1.00 per page + \$5.00 certification**

**Grantor** \_\_\_\_\_

**Grantee** \_\_\_\_\_

**Date recorded** \_\_\_\_\_

**Volume #** \_\_\_\_\_ **Page #** \_\_\_\_\_ **or Instrument #** \_\_\_\_\_

**ORDERED BY:**

**Your Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State & Zip Code** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **D.L. or I.D.#** \_\_\_\_\_

**Date Ordered:** \_\_\_\_\_ **TOTAL FEES DUE** \_\_\_\_\_