



**Uniform Commercial Code  
Fee Schedule  
(Rev. 07/01/2013)**

**Office of the Secretary of State  
Uniform Commercial Code  
P.O. Box 13193  
Austin, Texas 78711-3193  
512-475-2703**

<b>Initial Filing Form – Mail and Fax Filings</b> • <b>Fax Filings Will Result in Additional Fees</b>	<b>Filing Fee:</b>
UCC Financing Statement (UCC1) * UCC Financing Statement Addendum (UCC1Ad) and UCC Financing Statement Additional Party (UCC1AP) * <i>Note:</i> The UCC1Ad and/or UCC1AP form may only be used in conjunction with the UCC1 form (See instructions on forms).	\$15 for Two pages or less; \$30 for Three pages or more
Agricultural Lien	
Aircraft Maintenance Lien	
Contract Agricultural Lien	
Transition Property Notice (TPN1)	
Manufactured-Home Transaction	60.00
Public-Finance Transaction	
Transmitting Utility	
Utility Security Instrument	25.00
Notice of Federal Lien	10.00
Restitution Lien	5.00

<b>Amendment Filing Form – Mail and Fax Filings</b> • <b>Fax Filings Will Result in Additional Fees</b> • <b>Filing Fee is Per Change per Amendment Form</b>	<b>Filing Fee:</b>
UCC Financing Statement Amendment (UCC3) * UCC Financing Statement Amendment Addendum (UCC3Ad) and UCC Financing Statement Amendment Additional Party (UCC3AP) * <i>Note:</i> The UCC3Ad and/or UCC3AP form may only be used in conjunction with the UCC3 form (See instructions on forms).	\$15 for Two pages or less; \$30 for Three pages or more
Agricultural Lien	
Aircraft Maintenance Lien	
Contract Agricultural Lien Amendment	
Manufactured-Home Transaction	
Public-Finance Transaction	
Transition Property Notice	
Transmitting Utility	
<b>Information Statement (UCC5)</b>	
Utility Security Instrument	25.00
Notice of Federal Lien	10.00
Restitution Lien	5.00
Contract Agricultural Lien Notice of Discharge	No fee
Judicial Finding of Fact	

<b>Information Request Form – Mail and Fax Filings</b> • <b>Fax Filings Will Result in Additional Fees</b>	<b>Filing Fee</b>
<b>Information Request (Form UCC11) (Texas)</b>	
Certified search report per debtor	\$15.00
Certification stamp for specified copies only request (each)	15.00
Certified copy (per page)	1.00
Plain copy (Public Information per page)	.10
Plain copy (per page)	.10
Secured Party Listing (Maximum of 3,000 filings)	15.00

<b>Additional Fees</b>	<b>Filing Fee</b>
Expedited handling of a filing document (per document) or certified search report (per debtor)	\$15.00
Fax acknowledgment copy (per page)	2.00

<b>SOSDirect Online Services – Internet Filings Only</b>	<b>Filing Fee</b>
<b>Initial Filing</b>	
UCC Financing Statement (UCC1)	\$5.00
Manufactured-Home Transaction	60.00
Public-Finance Transaction	60.00
<b>Amendment Filing</b>	
• <b>Filing Fee is per Change per Amendment</b>	
UCC Financing Statement Amendment (UCC3)	5.00
Manufactured-Home Transaction	5.00
Public-Finance Transaction	5.00
<b>Master Filing</b>	
Master Assignment (50 or less assignments)	500.00
Master Amendment (50 or less amendments)	500.00
Each financing statement in excess of 50 (Master Assignment/Amendment only)	.50
<b>Information Request</b>	
Certified search report per debtor	15.00
Certification stamp for specified copies only request (each)	15.00
Certified copy (per page)	1.00
Plain copy (Public Information per page)	.10
Plain copy (per page)	.10
Web Inquiry	1.00
Secured Party Listing (Maximum of 3,000 filings)	15.00

<b>XML Web Services – Internet Filings Only</b>	<b>Filing Fee</b>
<b>Initial Filing</b>	
UCC Financing Statement (UCC1)	\$5.00
Manufactured-Home Transaction	60.00
Public-Finance Transaction	60.00
<b>Amendment Filing</b>	
• <b>Filing Fee is per Change per Amendment</b>	
UCC Financing Statement Amendment (UCC3)	5.00
Manufactured-Home Transaction	5.00
Public-Finance Transaction	5.00
<b>Information Request</b>	
Search report per debtor/secured party	3.00

<b>Bulk Order Fees – Internet Filings Only</b>	<b>Filing Fee</b>
UCC Master Unload (New Master Unload) – With Data	\$1,350.00
UCC Master Unload (Previous Master Unload) – With Data	1,150.00
UCC Daily Filing Update/Replacement (Subscription) – With Data & Images	90.00
UCC Daily Filing Update/Replacement (Subscription) – With Data	65.00
UCC Daily Filing Update/Replacement (Subscription) – With Images	65.00

The fee for a certified copy (per page) is pursuant to [Section 405.031](#), Texas Government Code; the fee for expedited handling of a filing document (per document) or certified search report (per debtor) is pursuant to [Section 405.032](#), Texas Government Code; and the fee for a fax acknowledgment copy (per page) is pursuant to [Section 71.7](#), Texas Administrative Code.

### **Filing Options**

#### **SOSDirect Online Services**

Filings may be submitted through the Internet by accessing the SOSDirect Online Services provided by the Office of the Secretary of State. Reduced filing fees and instantaneous filing of submitted documents compared to the written

document fees provide the incentive for filers to file by this method. Information may be obtained on this web site at [SOSDirect](#) or please contact [UCC Assist](#) at (512) 475-2703.

## **XML Web Services**

The Agency provides a business-to-government e-commerce service for the submission of bulk electronic filings using eXtensible Markup Language (XML). The UCC Web Service provides a means to file Financing Statements (UCC1) and Amendments (UCC3) and to submit Information Requests (UCC11) to the UCC Section through the Internet. An organization can use this service once they have opened an SOSDirect account. Information may be obtained on this web site at [UCC Web Services](#), including a copy of the [Uniform Commercial Code Web Service Consumer's Guide](#) or please contact [UCC Assist](#) at (512) 475-2703.

## **Telefacsimile (Fax) Transmission**

Filings and information requests submitted by telefacsimile (fax) transmission are deemed to be expedited and will be subject to additional fees. An additional fee of \$15.00 is required for expedited processing of a filing or information request. Also, an additional fee of \$2.00 (per page) is required for a fax acknowledgement copy for expedite processing per filing or information request. Filing fees for documents submitted for filing to the Office of the Secretary of State by telefacsimile (fax) transmission must be paid by a prefunded Secretary of State client account, credit card, or LegalEase.

Documents faxed on a Saturday, Sunday, state holiday, or after business hours of 8:00 a.m. through 5:00 p.m. (CT) will be deemed received on the next business day or when actually received by an employee of the Office of the Secretary of State. For more information on telefacsimile filing, please contact [UCC Assist](#) at (512) 475-2703. Our telefacsimile (fax) telephone number is (512) 475-2812.

## **Expedited Handling of Filing Documents**

Expedited handling of filings may be requested by presenting documents in-person to the Office of the Secretary of State. An additional fee of \$15.00 per filing is required for expedited processing of an acknowledgment.

## **Expedited Handling of Information Requests**

Search reports and copies of records may be expedited via mail, phone, or an in-person request. An additional fee of \$15.00 per request is required for expedited processing of information requests.

## **Payment of Filing Fees**

### **Available Options**

Filing fees may be paid by (1) check or money order payable to the **Secretary of State**; (2) a valid American Express, Discover, MasterCard, or Visa credit card; (3) a funded LegalEase account; or (4) a prefunded Secretary of State client account. Checks and money orders must be payable through a U.S. bank or financial institution. Processing cash is time consuming and may delay receipt of your acknowledgment. Filing fees and expedited handling fees for single or multiple documents may be included in the same payment instrument. The Agency may process a refund of any overpayment.

### **Credit Card**

Fees payable to the Secretary of State may be paid with a valid American Express, Discover, MasterCard, or Visa credit card. Fees paid by credit card are subject to a statutorily authorized convenience fee (currently 2.7%) of the total fees incurred, when applicable. The convenience fee is assessed per credit card transaction. The convenience fee, as well as the designation of acceptable credit cards, are subject to change in accordance with the existing contracts between this office, the Texas Comptroller of Public Accounts, and the relevant financial institutions.

If you wish to utilize the credit card payment option, you must submit or transmit a completed **Payment Form** ([Word 97kb](#), [PDF 37kb](#)) provided by this office or provide the following information in writing:

1. Credit card to be used (i.e., American Express, Discover, MasterCard, or VISA);
2. Account number;
3. Expiration date; and
4. Signature of the cardholder.

## **LegalEase**

LegalEase is a guaranteed electronic payment method that facilitates the payment of fees to governmental agencies. The service is offered by Frost Bank of San Antonio. To utilize the service a customer maintains funds in an account with Frost Bank and is issued a debit card. The customer provides the card number when filing documents or paying for services received from the Agency. The cost is charged to the customer's account and payment is made by Frost Bank to the Secretary of State. Information about LegalEase is not available from the Agency, but may be obtained by contacting Frost Bank at (800) 253-5749.

If you wish to utilize the LegalEase payment option, you must submit or transmit a completed **Payment Form** ([Word 97kb](#), [PDF 37kb](#)) provided by this office or provide the following information in writing:

1. Card number;
2. Client number; and
3. Case number.

## **Telephone Numbers**

UCC Financing Statement [Form UCC1](#) and UCC Financing Statement Amendment [Form UCC3](#) Filing Information  
(512) 475-2703

Information Request [Form UCC11](#) (Lien Certificates/Copies/Fax)  
(512) 475-2703

[SOSDirect](#) (Online Searching and Filing) Information  
(512) 475-2703

[Telefacsimile \(Fax\) Transmissions](#)  
(512) 475 2812

## **Location**

**Mailing Address:**  
Secretary of State  
Uniform Commercial Code  
PO Box 13193  
Austin, TX 78711-3193

**Street Address:**  
Secretary of State  
Uniform Commercial Code  
1019 Brazos  
Austin, TX 78701

**Delivery Service Address:**  
Secretary of State  
Uniform Commercial Code  
1019 Brazos, Room B-05  
Austin, TX 78701