



Office of Court Administration
Certification of Cost Recovery Fee for E-Filing

REPORT IS DUE ANNUALLY

30 days following the last day of the county fiscal year

County:		
This is the address where the county maintains contact and other information for the courts.		
Website Address:		
Report Completed By:		
Name:		Phone Number:
Title:	Email:	
Include the beginning and ending months of the fiscal year being reported, e.g. 2013 (Oct 2012 - Sept 2013)		
Certification for Fiscal Year:		
<p>In accordance with the authority set forth in Subchapter C, Chapter 72, Government Code, Section 72.031, the County will collect a fee of \$2 for each electronic filing transaction to recover the actual system operating costs incurred by the County to accept electronic payment methods or interface with other technology information systems related to eFiling of court documents.</p>		
Description	Fiscal Year Total	Cumulative Total Since Implementing eFiling Under Govt Code, Sec. 72.031
Actual dollar amount of fees collected		
Actual dollar amount expended under Government Code, Sec. 72.031(c)(1)		
Fees Collected Less Amounts Expended		
Projected expenditures for next fiscal year		
<p>Place a check mark by the following statements to indicate the county's compliance with the following provisions of Govt Code, Sec. 72.031:</p>		
<input type="checkbox"/> The fee does not include amounts to recover employee costs, other than costs for directly maintaining the system.		
<input type="checkbox"/> The County Commissioners Court has approved the fee using the county's standard approval process for fee increases.		



Office of Court Administration Certification of Cost Recovery Fee for E-Filing

REPORT IS DUE ANNUALLY

30 days following the last day of the county fiscal year

Instructions for Completing Form

- County:** Enter the County Name
- Website Address:** This is the address where the county maintains contact and other information for the courts.
- Report Completed By:** Enter the Name, Title, Phone Number, and Email address of the person completing this report.
- Certification Fiscal Year:** This is the last full county fiscal year ending on or after August 31, 2013 for which data has not been previously reported under Govt Code, Sec. 72.031(c)(1). For example, if the county has a fiscal year ending September 30, 2013, and this is the county's first time to report data under Sec. 72.031(c)(1), the certification fiscal year would be "2013." Because counties have different fiscal years, please include the beginning and ending months of the fiscal year being reported, e.g. "**2013 (Oct 2012 - Sept 2013)**." In subsequent years, this sample county would report "2014 (Oct 2013 - Sept 2014)." This report must be completed each year within 30 days of the last day of the county fiscal year.

Actual dollar amount of fees collected:

The Fiscal Year Total is the total dollar amount of the \$2 local fee authorized under Govt Code, Sec. 72.031(c) that was collected during the certification year. This amount may be zero, depending on when the county started or stopped collecting the \$2 local fee. *NOTE: Do not include fees collected prior to 01/01/2014 that were authorized by statute other than Govt Code, Sec. 72.031(c).*

The Cumulative Total is the "Fiscal Year Total" plus any fees collected in prior fiscal years. In the 2013 certification year, the Fiscal Year Total and the Cumulative Total may be the same for many counties, as the new fee was not authorized until January 1, 2014.



Office of Court Administration
Certification of Cost Recovery Fee for E-Filing

REPORT IS DUE ANNUALLY

30 days following the last day of the county fiscal year

<p>Actual dollar amount expended under Government Code, Sec. 72.031(c)(1):</p>	<p>The <u>Fiscal Year Total</u> is the total dollar amount of expenditures made by the county for actual system operating costs, as authorized by Govt Code, Sec. 72.031(c)(1) during the certification year.</p> <p>The <u>Cumulative Total</u> is the "Fiscal Year Total" plus any expenditures made in prior fiscal years. In the 2013 certification year, the cumulative total may be greater than the Fiscal Year Total if the county expended funds prior to the beginning of the 2013 certification year in anticipation of the new eFiling system implementation.</p>
<p>Fees Collected Less Amounts Expended:</p>	<p>Both the <u>Fiscal Year Total</u> and the <u>Cumulative Total</u> are calculated by taking the difference between the Actual dollar amount of fees collected and the Actual dollar amount expended under Government Code, Sec. 72.031(c)(1). If expenditures are more than fees collected, this will be a negative number and should be shown in parentheses, e.g., (\$5,000).</p>
<p>Projected expenditures for next fiscal year</p>	<p>The <u>Fiscal Year Total</u> is the total amount the county projects it will spend in the next full county fiscal year for system operating costs, as authorized by Govt Code, Sec. 72.031(c)(1). This amount should be the county's best estimate based on available data.</p>

Place a check mark by the statements at the end of the form to indicate the county's compliance with the stated provisions of Govt Code, Sec. 72.031.

Please email this form to: efilingfee@txcourts.gov.

For assistance with completing this form, email efilingfee@txcourts.gov or call OCA at 512-463-1625.