REQUIREMENTS FOR FILING PLATS

1. ATASCOSA COUNTY REQUIRES TWO (2) ORIGINAL MYLAR COPIES
   - ATASCOSA COUNTY APPRAISAL DISTRICT
   - TO REMAIN IN THE COUNTY CLERK’S OFFICE

2. ORIGINAL TAX CERTIFICATES FROM EACH TAX ENTITY (MUST HAVE ZERO BALANCE)
   - SCHOOL ALWAYS REQUIRED
   - COUNTY PLAT CANNOT BE FILED WITHOUT
   - CITY (WHEN PROPERTY FALL WITHIN CITY LIMITS)

3. COUNTY-
   MYLARS NEED TO BE SIGNED AND APPROVED BY ALL COUNTY COMMISSIONERS, JUDGE. (SOMETIMES COUNTY ATTORNEY)
   CITY-
   MYLARS NEED TO BE SIGNED AND APPROVED BY CITY MAYOR AND SECRETARY

4. ETJ- EXTRATERRITORIAL JURISDICTION; PROPERTY THAT DOES NOT FALL WITHIN CITY LIMITS BUT STILL PROVIDES CITY AMENITIES (WATER, SEWER, AND ELECTRICITY, ETC)
   **WILL BE APPROVED BY CITY LEADERS BUT WILL NOT HAVE CITY TAX CERTIFICATE.**

5. PLACE COUNTY SEAL NEXT TO OUR LARGE RECORDING STAMP.
   - PLACE NPC & SHEET # ON LARGE STAMP.
   - KEEP BEST PLAT AND PLACE BARCODE STAMP.

ETJ-**LGC 242.001**
PLAT REQUIREMENTS-**LGC 232.023**
FEE: $31 AS OF JANUARY 1, 2014