

# Mike Spence, Clerk of Court

Caddo Parish  
 501 Texas St., Room 103  
 Shreveport, LA 71101  
[www.caddoclerk.com](http://www.caddoclerk.com)

**Effective September 1, 2014**

Conveyance or Mortgage:	\$30.00 first page \$8.00 each additional page
Dual Recordings (Conveyance and Mortgage)	\$55.00 first page \$16.00 each additional page
Oil, Gas, and Mineral Leases	\$50.00 one page front and back \$66.00 two pages front and back \$8.00 each additional page
Subdivision Plats	\$30.00 first page \$15.00 each additional page
Cancellations	\$10.00 original note, liens & prescription
Recording of Cancellation Affidavits Created by Statute	\$30.00 first page of affidavit \$8.00 each additional page \$10.00 cancellation
Mortgage and Lien Certificates (For One Definable Property Only)	\$20.00 first name \$10.00 each additional name \$1.00 each exception above 10
Indexing	\$5.00 per name over 4 names
Copies	\$1.00 per page
Certification	\$5.00 per document plus copy costs
On Line Computer Service Yearly (Jan – Dec)	\$360.00 per year

## FREQUENTLY CALLED PHONE NUMBERS – AREA CODE 318

Civil Filing Counter	226-6776	Civil Suit Records	226-6778	UCC	226-6783
Record Room	226-6780	Recording Conv. & Mortg.	226-6790	Civil Microfilm	226-6642
Criminal Minutes	226-6786	Original Conv. & Mortg.	226-6791	Mike Spence, Clerk of Court	226-6776
Civil Minutes	226-6785	Marriage License	226-6789		
Fax	227-9080	Elections	226-6788		