



*Medina County Clerk*  
*Gina Champion*  
 1100 16th Street Room 109  
 Hondo, Texas 78861  
 830-741-6040



**FEE SCHEDULE**

*Effective Date January 1, 2018*

*Property records can be searched online by going to [www.countygovernmentrecords.com](http://www.countygovernmentrecords.com) or using [www.medinacountytexas.org](http://www.medinacountytexas.org) click on County Clerk's Office links*

**REAL PROPERTY RECORDING**

Recording Fee	Local Government Code 118.011	\$5.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Records Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 29.008(d)	\$1.00
<b>TOTAL</b>		<b>\$26.00</b>

**UCC FINANCING STATEMENT**

Clerk Recording Fee	Business & Commerce Code 9.525 (a)(1)	\$15.00
Records Management	Local Government Code 118.021 (b)(2)	\$10.00
Records Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 29.008(d)	\$1.00
<b>TOTAL</b>		<b>\$36.00</b>

**UCC FINANCING STATEMENT 3**

Clerk Recording Fee	Business & Commerce Code 9.525 (a)(1)	\$30.00
Records Management	Local Government Code 118.021 (b)(2)	\$10.00
Records Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 29.008(d)	\$1.00
<b>TOTAL</b>		<b>\$51.00</b>
Each additional page or part on which there are visible marks of any kind	Local Government Code 118.011(a)(1)	\$4.00
Each additional name to be indexed in excess of five (5)	Local Government Code 118.011(a)(2)	\$0.25

UCC/FINANCING STATEMENT RECORDS: As of July1, 2001 UCC Records relating to consumer goods are no longer filed in the County Clerks office. Per revised Article 9 for the State of Texas, these are filed with the State. UCC-1 and Ucc-3 are accepted for filing in the Real Property Records if the collateral is timber, mineral, oil, gas or fixtures and regular filing fees apply.

**TIPS TO FILING DOCUMENTS IN THE OFFICIAL PUBLIC RECORDS:**

Texas Property Code 11.003, effective January 1, 1982: Requires that each grantee's mailing address be in or attached to any document conveying real property executed after December 31, 1981 ***If address of each grantee is not included, the payment of a penalty filing fee equal to the greater of (1) twice the statutory filing fee for the filing such document with the County Clerk or (2) \$25.00 will be required. This fee is in addition to regular filing fees. LGC 191.007(e ) (h):*** Provides double the filing fee for that page if there is not a clearly identifying heading, similar to the headings on most printed forms, must be placed at the top of the first page to identify the type or kind of legal paper. **LGC 191.007(e )(h):** Provides double the filing fee for the page if names are not typed or printed immediately under each signature. **LGC 191.007(3):** Printed in type o smaller than 8 point type. **Property Code 12.001(b) & 12.011:** Must have live signature and proper acknowledgement. **Original documents shall be returned to person who filed it LGC 93.012**

**FEDERAL TAX LIEN/RELEASE OF LIEN**

Recording Fee	Property Code 14.005	\$10.00
Record Management	Local Government Code 118.011(b)(2)	\$10.00

Record Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 118.011(d)	\$1.00
<b>Total</b>		<b>\$31.00</b>
<b>STATE TAX LIENS</b>		
Recording Fee	Local Government Code 118.025 ( c )	\$5.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Courthouse Security Fee	Local Government Code 291.005(d)	\$1.00
<b>Total</b>		<b>\$16.00</b>
<b>PLAT COPIES</b>		
Plat Recording Fee	Local Government Code 118.025 ( c )	\$27.00
Courthouse Security Fee	Local Government Code 118.011(d)	\$1.00
Record Archive	Local Government Code 118.011(f)	\$10.00
Record Management	Local Government Code 118.011(b)(2)	\$10.00
<b>Total</b>		<b>\$48.00</b>
Any Additional Pages Per Plat Added		\$27.00
Tax Statements	PER PAGE	\$5.00
UNCERTIFIED COPIES (plain copies)	ONE PAGE	\$1.00
Anyone wishing to file a Plat in Medina County is required to submit a tax statement for the property in which the Plat pertains to. All taxes Must be paid in full upon filing of Plat. (Commissioners Court Approved Plats=10 Copies)(Cities Approved Plats=7 Copies)		
<b>ASSUMED NAME CERTIFICATE</b>		
Applications available on the county website: <a href="http://www.medinacountytexas.org/page/medina.County.Clerk">http://www.medinacountytexas.org/page/medina.County.Clerk</a>		
Recording Fee (includes indexing of 2 names) indexing of Business and one	TX Business & Commerce Code 71.155(a)(1)(2)	
Owner name		\$2.50
Record Management	Local Government Code 118.011(b)(2)	\$10.00
Record Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 118.011(d)	\$1.00
<b>TOTAL</b>		<b>\$23.50</b>
<b>ASSUMED NAME SEARCHES</b>		
<b>ASSUMED NAME COPIES</b>		
<b>CERTIFIED COPIES</b>		
<b>UNCERTIFIED COPIES (plain copy)</b>		
<b>ADD .50 FEE FOR ADDITIONAL SIGNATURES</b>		
<b>POSTING PUBLIC NOTICES: INCLUDING TRUSTEE/FORECLOSURE SALES</b>		
Recording Fee	TX Property Code 51.002(f)	\$2.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
<b>TOTAL</b>		<b>\$3.00</b>
<b>CATTLE BRAND APPLICATION/RELEASE OF OWNERSHIP</b>		
Applications available on the county website: <a href="http://www.medinacountytexas.org/page/medina.County.Clerk">http://www.medinacountytexas.org/page/medina.County.Clerk</a>		
RECORDING FEE(one brand/one location)	Local Government Code 118.020(a)(9)	
	TX. Agri. Code 144.110	\$5.00
Record Management	Local Government Code 118.011(b)(2)	\$10.00
Record Archive	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
<b>TOTAL</b>		<b>\$26.00</b>
<b>MILITARY DISCHARGE (DD214)</b>		
FILING	Local Government Code 192.002(b)	<b>NO CHARGE</b>
CERTIFIED COPY	Texas Government Code 603.003(a)	<b>NO CHARGE</b>
ELECTION ID CERTIFICATE	Local Government Code 118.015	
	Health & Safety Code 191.005	<b>NO CHARGE</b>
<b>BIRTH CERTIFICATES</b>		
<i>if born outside Medina County short form only</i>		
SEARCH/CERTIFICATE/COUNTY CLERK FEE	Local Government Code 118.015(a), TAAC	

	181.22, HSC191.0045	\$20.20
Vital Statistics Fee	Health & Safety Code 191.0045	\$1.80
Vital Statistics Preservation Fee	Health & Safety Code 91.0045	\$1.00
<i>Walk-in price only</i>	<b>TOTAL</b>	<b>\$23.00</b>
<b>DEATH CERTIFICATES</b> <i>if Deceased in Medina County only</i>		
SEARCH/CERTIFICATE/COUNTY CLERK FEE	Local Government Code 118.015(a),TAC 181.22(b)(s), Health & Safety Code 191.0045	\$20.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
<i>Walk-in price only</i>	<b>TOTAL</b>	<b>\$21.00</b>
<b>Each Additional Copy ( DEATH ONLY)</b> <i>Ordered at the same time</i>		
County Clerk Fee	Health & Safety Code 191.0045	\$3.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
<i>Walk-in price only</i>	<b>TOTAL</b>	<b>\$4.00</b>
<b>INFORMAL MARRIAGE LICENSE</b>		
License Fee	Local Government Code 118.011(a)(8)	\$25.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Record Archival	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$47.00</b>
<b>MARRIAGE LICENSE</b> <i>Without Texas Premarital Education Certificate</i>		
License Fee	Local Government Code 118.011(a)(7)	\$60.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Record Archival	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$82.00</b>
<b>MARRIAGE LICENSE</b> <i>with Texas Premarital Education Certificate</i>		
License Fee	Local Government Code 118.011(a)(7)	<i>Fee waived</i>
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Record Archival	Local Government Code 118.011(f)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$22.00</b>
<b>ORIGINAL FILING OF PROBATE OF LETTERS TESTAMENTARY, INDEPENDENT/DEPENDENT ADMINISTRATION, WILL ANNEXED</b>		
Probate Original Action Fee	Local Government Code 118.052(2)(A)(i)	\$40.00
Records Management	Local Government Code 118.052(3)(G)	\$5.00
Record Preservation Fee	Texas Government Code 51.708	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Judicial Fee (JJF)	Texas Government Code 51.703(a)	\$40.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)	\$5.00
Judicial Education Fund (JCPTF)	Local Government Code 118.064(a)(b)(I)	\$5.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
Judicial Support	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Guardianship Fee	Local Government Code 118.052(2)€	\$30.00
Alternative Dispute Resolution Fee (ADR)	Civil Practice & Remedies Code 152.004(a)	\$15.00
County Judge	Local Government Code 118.101	\$10.00
Electronic Filing Fee	Texas Government Code 51.851(b)	\$30.00
Judge's Signature	Local Government Code 118.101 (1)(12)	\$4.00
Supplemental Fee	Local Government Code 118.067	\$20.00
Archival Fee	Local Government Code 118.011(f)	\$5.00

<b>Total</b>		<b>\$306.00</b>
<b>Applications must have all parties last three (3) digits of SS# &amp; TxDL (Civil Proactive &amp; Remedies code Chapter 30)</b>		
<b>Muniment of Title</b>		
Probate Original Action Fee	Local Government Code 118.05(2)(A)(i)	\$40.00
Records Management	Local Government Code 118.05(3)(G)	\$5.00
Record Preservation Fee	Texas Government Code 51.708	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Judicial Fee (JJF)	Texas Government Code 51.703(a)	\$40.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)	\$5.00
Judicial Education Fund (JCPTF)	Local Government Code 118.064(a)(b)(I)	\$5.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
Judicial Support	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Guardianship Fee	Local Government Code 118.052(2)€	\$30.00
Alternative Dispute Resolution Fee (ADR)	Civil Practice & Remedies Code 152.004(a)	\$15.00
County Judge	Local Government Code 118.101	\$10.00
Electronic Filing Fee	Texas Government Code 51.851(b)	\$30.00
Judge's Signature	Local Government Code 118.101 (1)(12)	\$4.00
Supplemental Fee	Local Government Code 118.067	\$20.00
Archival Fee	Local Government Code 118.011(f)	\$5.00
<b>Total</b>		<b>\$306.00</b>
<b>DETERMINATION OF HEIRSHIP &amp; GUARDIANSHIP</b>		
Probate Original Action Fee	Local Government Code 118.05(2)(A)(i)	\$40.00
Records Management	Local Government Code 118.05(3)(G)	\$5.00
Record Preservation Fee	Texas Government Code 51.708	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Judicial Fee (JJF)	Texas Government Code 51.703(a)	\$40.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)	\$5.00
Judicial Education Fund (JCPTF)	Local Government Code 118.064(a)(b)(I)	\$5.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
Judicial Support	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Guardianship Fee	Local Government Code 118.052(2)€	\$30.00
Alternative Dispute Resolution Fee (ADR)	Civil Practice & Remedies Code 152.004(a)	\$15.00
County Judge	Local Government Code 118.101	\$10.00
Electronic Filing Fee	Texas Government Code 51.851(b)	\$30.00
Judge's Signature	Local Government Code 118.101 (1)(12)	\$4.00
Supplemental Fee	Local Government Code 118.067	\$20.00
Archival Fee	Local Government Code 118.011(f)	\$5.00
<b>Total</b>		<b>\$306.00</b>
<b>WILLS FOR SAFEKEEPING</b>		
Filing Fee	Local Government Code 118.052(3)(E)	\$5.00
<b>TOTAL</b>		<b>\$5.00</b>
<b>ADVERSE PROBATE ACTION</b>		
Adverse Probate Action	Local Government Code 118.052(2)(C)	\$40.00
Records Management	Local Government Code 118.052(3)(G)	\$5.00
Guardianship Fee	Local Government Code 118.052(2)(E)	\$20.00
State Electronic Fee Fund	Texas Government Code 51.851(b)	\$30.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
<b>TOTAL</b>		<b>\$100.00</b>
<b>ANNUAL/FINAL ACCOUNTING OF GUARDIANSHIP OF ESTATE (final report must be posted + \$64.00 fee)</b>		

Filing Annual Accounting or Final Report	Local Government Code 118.052(2)(B)(iv)	\$25.00
Judge's Fee	Local Government Code 118.101(11)	\$2.00
<b>TOTAL</b>		<b>\$27.00</b>

<b>ANNUAL/FINAL ACCOUNTING OF GUARDIANSHIP OF A PERSON (final report must be posted + \$64.00 fee)</b>		
Filing Annual or Final Report	Local Government Code 118.052(2)(B)(vi)	\$10.00
Judge's Fee	Local Government Code 118.101(11)	\$2.00
<b>TOTAL</b>		<b>\$12.00</b>

<b>MISCELLANEOUS FILINGS</b> (after order Approving Inventory and Appraisal or after 120th day after initial filing of the action, whichever occurs first (IF MORE THAN 25 PAGES))		
Filing Fee	Local Government Code 118.052(2)(B)(vii)	\$25.00
Judge's Fee	Local Government Code 118.052(11)	\$2.00
<b>TOTAL</b>		<b>\$27.00</b>

<b>CLAIM</b>		
Filing Fee	Local Government Code 118.058	\$10.00
<b>TOTAL</b>		<b>\$10.00</b>

<b>FOREIGN WILLS</b>		
Probate Original Action Fee	Local Government Code 118.052(2)(A)(i)	\$40.00
Records Management	Local Government Code 118.052(3)(G)	\$5.00
Record Preservation Fee	Texas Government Code 51.708	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Judicial Fee (JJF)	Texas Government Code 51.703(a)	\$40.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)	\$5.00
Judicial Education Fund (JCPTF)	Local Government Code 118.064(a)(b)(l)	\$5.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
Judicial Support	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Guardianship Fee	Local Government Code 118.052(2)€	\$30.00
Alternative Dispute Resolution Fee (ADR)	Civil Practice & Remedies Code 152.004(a)	\$15.00
County Judge	Local Government Code 118.101	\$10.00
Electronic Filing Fee	Texas Government Code 51.851(b)	\$30.00
Judge's Signature	Local Government Code 118.101 (1)(12)	\$4.00
Supplemental Fee	Local Government Code 118.067	\$20.00
Archival Fee	Local Government Code 118.011(f)	\$5.00
<b>Total</b>		<b>\$306.00</b>

<b>CITATION BY PUBLICATION</b>		
Citation Fee		\$4.00
Seal Fee		\$5.00
Service		\$60.00
<b>Total</b>		<b>\$69.00</b>

<b>SMALL ESTATE AFFIDAVIT</b>		
Probate Fee Original Action	Local Government Code 118.052(2)(A)(iii)	\$40.00
Records Management	Local Government Code 118.0645	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)(1)	\$5.00
Judicial Fee	Texas Government Code 51.703(a)	\$40.00
Court Reporter Fee	Texas Government Code 51.601(a)	\$10.00
Judicial Education Fund	Local Government Code 118.064(a),(b)(1)	\$5.00
Support for Judiciary	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Judicial & Court Personnel training (JCPTF)	Texas Government Code 51.971	\$5.00
County Judge	Local Government Code 118.101	\$4.00

Alternative Dispute Action Fee (ADR)	Civil practice & Remedies Code 152.004(a)	\$15.00
Supplemental Fee	Local Government Code 118.067	\$20.00
State Electronic Fee Fund	Texas Government Code 51.851(b)	\$30.00
<b>TOTAL</b>		<b>\$266.00</b>
<b>CIVIL COURT</b>		
Civil Fee Original Action	Local Government Code 118.052(1)(A)(ii)	\$40.00
Records Management	Local Government Code 118.0645	\$5.00
Alternative Dispute Resolution Fee (ADR)	Civil practice & Remedies Code 152.004(a)	\$15.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Law Library	Local Government Code 323.023(a)	\$35.00
Judicial Fee	Texas Government Code 51.703(a)	\$40.00
Archival Fee	Local Government Code 118.011(f)	\$5.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)(1)	\$5.00
Court Reporter Fee	Texas Government Code 51.601(a)	\$10.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Support for Judiciary	Local Government Code 133.154(a)	\$42.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
State Electronic Fee Fund	Texas Government Code 51.851(b)	\$30.00
<b>Total</b>		<b>\$242.00</b>
With one (1) service in Medina County (\$60.00) Sheriff Fee + Clerk Fee (\$4.00)		<b>\$306.00</b>
<b>CROSS ACTION, INTERVENTIONS, PLEAS of PRIVILEGE or MOTION FOR NEW TRIAL</b>		
Filing of Action Other than Original	Local Government Code 118.052(1)(B)	\$30.00
Records Management	Local Government Code 118.0645	\$5.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$5.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)(1)	\$10.00
State Electronic Fee Fund	Texas Government Code 51.851(b)	\$30.00
Judicial & Court Personnel Training (JCPTF)	Texas Government Code 51.971	\$5.00
<b>TOTAL</b>		<b>\$85.00</b>
<b>Occupational License</b>		<b>\$242.00</b>
<b>Foreign Judgments: Filing Fees the same as a regular Civil Filing</b>		<b>\$242.00</b>
<b>Nondisclosure Petition</b>		
Nondisclosure Fee without Petition	Texas Government Code 411.081(d)	\$28.00
With Petition (same as civil filing fees)	<b>Total</b>	<b>\$242.00</b>
<b>SHERIFF'S FEES / CLERKS FEES - Writs, Citation, Subpoenas, Garnishment</b>		
Issue Citation		\$4.00
Issue Each Writ		\$5.00
Abstract for Judgment		\$5.00
Forcible Detainer		\$60.00
Order of Sale		\$60.00
Citations By Certified Mail		\$60.00
Serve Citations		\$60.00
Subpoena		\$60.00
Summons		\$60.00
All Writs		\$200.00
<b>MISCELLANEOUS FEES</b>		
Issuance of Writ of Attachment (Attorney provides Writ)	Local Government Code 118.05	\$5.00
Certification Fee	Local Government Code 118.011(a)(3)	\$5.00
Copies	Local Government Code 118.011(a)(4)	\$1.00
Authenticated / Exemplified Fee	Local Government Code 118.101(9)	ificate Per Page \$7.00
		\$1.00
Jury Fee	Government Code 51.604(a)	\$40.00

Fax and Email Fees	Includes 5 Pages	\$5.00
	For each additional Page	\$1.00