



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



Effective Date August 13, 2021

Property records can be searched online by going to www.countygovernmentrecords.com or using 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
TOTAL		\$26.00
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

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
Total		\$31.00

STATE TAX LIENS		
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
Total		\$16.00

PLAT RECORDING		
Plat Recording Fee		\$27.00
Courthouse Security Fee		\$1.00
Tax Statement	\$5.00 per Page Depending on how many pages	
Archival		\$10.00
Records Management		\$10.00
Total		\$48.00
Does not Include Tax Statement Fee \$40.00 Distribution Copies are to		

PLAT COPIES		
UNCERTIFIED COPIES (plain copies)	ONE PAGE	\$1.00
PLAT COPY - 18X24	ONE PAGE	\$10.00

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.

ASSUMED NAME CERTIFICATE

Applications available on the county website: www.medinacountytexas.org under helpful forms on County Clerk page

Recording Fee (includes indexing of 2 names) indexing of Business and one Owner name.	TX Business & Commerce Code 71.155(a)(1)(2)	\$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
TOTAL		\$23.50

ASSUMED NAME SEARCHES		\$5.00
ASSUMED NAME COPIES		\$2.00
CERTIFIED COPIES		\$7.00
UNCERTIFIED COPIES (plain copy)		\$2.00

POSTING PUBLIC NOTICES: INCLUDING TRUSTEE/FORECLOSURE SALES

Recording Fee	TX Property Code 51.002(f)	\$2.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
TOTAL		\$3.00

CATTLE BRAND APPLICATION/RELEASE OF OWNERSHIP

Applications available on the county website: www.medinacountytexas.org ??

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
TOTAL		\$26.00

MILITARY DISCHARGE (DD214)

FILING	Local Government Code 192.002(b)	NO CHARGE
CERTIFIED COPY	Texas Government Code 603.003(a)	NO CHARGE
ELECTION ID CERTIFICATE	Local Government Code 118.015 Health & Safety Code 191.005	NO CHARGE

BIRTH CERTIFICATES *if born outside Medina County short form only*

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
TOTAL		\$23.00

DEATH CERTIFICATES *if Deceased in Medina County only*

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
TOTAL		\$21.00

Each Additional Copy *Ordered at the same time*

County Clerk Fee	Health & Safety Code 191.0045	\$3.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
TOTAL		\$4.00

INFORMAL MARRIAGE LICENSE

License Fee	Local Government Code 118.011(a)(8)	\$25.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
TOTAL		\$47.00

MARRIAGE LICENSE *Without Texas Premarital Education Certificate*

License Fee	Local Government Code 118.011(a)(7)	\$60.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00

Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
TOTAL		\$82.00
MARRIAGE LICENSE	with Texas Premarital Education Certificate	
License Fee	Local Government Code 118.011(a)(7)	<i>Fee waived</i>
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Courthouse Security Fee	Local Government Code 291.008(d)	\$1.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
Archival Fee		\$10.00
TOTAL		\$22.00

ORIGINAL FILING OF PROBATE OF LETTERS TESTAMENTARY, INDEPENDENT/DEPENDENT ADMINISTRATION, WILL ANNEXED

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 (JF)	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
Total		\$306.00

Applications must have all parties last three (3) digits of SS# & TxDL (Civil Proactive & Remedies code Chapter 30)

Muniment of Title

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 (JF)	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
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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
Total		\$306.00

DETERMINATION OF HEIRSHIP & GUARDIANSHIP

** Citation by Publication for Heirship	Texas Probate Court 50(b)	Newspaper will bill client
Heirship - Citation by Publication	Texas Probate Court 50(b)	\$60.00
Sheriff's Fee (required)	Local Government Code 118.052(3)(A)	\$4.00
Guardianship citation with personal service		

in Medina County Clerk's fee to issue citation		
TOTAL		

WILLS FOR SAFEKEEPING

Filing Fee	Local Government Code 118.052(3)(E)	\$5.00
TOTAL		\$5.00

ADVERSE PROBATE ACTION

Adverse Probate Action	Local Government Code 118.052(2)(C)	\$40.00
Court Record Preservation Fee	Texas Government Code 51.708	\$10.00
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
TOTAL		\$100.00

ANNUAL/FINAL ACCOUNTING OF GUARDIANSHIP OF ESTATE (final report must be posted + \$64.00 fee)

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
TOTAL		\$27.00

ANNUAL/FINAL ACCOUNTING OF GUARDIANSHIP OF A PERSON (final report must be posted + \$64.00 fee)

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
TOTAL		\$12.00

MISCELLANEOUS FILINGS (after order Approving Inventory and Appraisement 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
TOTAL		\$27.00

CLAIM

Filing Fee	Local Government Code 118.058	\$10.00
TOTAL		\$10.00

FOREIGN WILLS

Probate Fee Original Action	Local Government Code 118.052(2)(D)	\$40.00
Records Management	Local Government Code 118.0645	\$5.00
Alternative Dispute Action Fee (ADR)	Civil practice & Remedies Code 152.004(a)	\$15.00
Court Record Preservation Fee	Texas Government Code 51.708	\$10.00
Courthouse Security Fee	Local Government Fee 291.005(d)	\$5.00
Law Library	Local Government Fee 323.023(a)	\$35.00
Judicial Fee	Texas Government Code 51.703(a)	\$40.00
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)(1)	\$10.00
Judicial Education Fund	Local Government Code 118.064(a),(b)(1)	\$5.00
Support of Judiciary	Local Government Code 133.154(a)	\$42.00
Appellate Judicial System Fee	Texas Government Code 22.2061	\$5.00
Supplemental Court Initiated Guardianship	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
TOTAL		\$267.00

SMALL ESTATE AFFIDAVIT

Probate Fee Original Action	Local Government Code 118.052(2)(A)(iii)	\$40.00
Records Management	Local Government Code 118.0645	\$5.00
Court Record Preservation Fee	Texas Government Code 51.708	\$10.00
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)	\$10.00
Court Reporter Fee	Texas Government Code 51.601(a)	\$15.00
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

Supplemental Court Initiated Guardianship	Local Government Code 118.052(2)(E)	\$20.00
County Judge	Local Government Code 118.101	\$4.00
Alternative Dispute Action Fee (ADR)	Civil practice & Remedies Code 152.004(a)	\$15.00
State Electronic Fee Fund	Texas Government Code 51.851(b)	\$30.00
TOTAL		\$286.00

CIVIL COURT

Civil Fee Original Action	Local Government Code 118.052(1)(A)(ii)	\$40.00
Records Management	Local Government Code 118.0645	\$5.00
Court Record Preservation Fee	Texas Government Code 51.708	\$10.00
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
Basic Civil Legal Services for Indigents	Local Government Code 133.153(a)(1)	\$10.00
Court Reporter Fee	Texas Government Code 51.601(a)	\$15.00
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
Total		\$257.00
With one (1) service in Medina County (\$60.00) Sheriff Fee + Clerk Fee (\$4.00)		\$321.00

CROSS ACTION, INTERVENTIONS, PLEAS of PRIVILEGE or MOTION FOR NEW TRIAL

Filing of Action Other than Original	Local Government Code 118.052(1)(B)	\$30.00
Records Management	Local Government Code 118.0645	\$5.00
Court Record Preservation Fee	Texas Government Code 51.708	\$10.00
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
TOTAL		\$90.00
Occupational License		\$257.00
Foreign Judgments: Filing Fees the same as a regular Civil Filing		\$257.00

Nondisclosure Petition

Nondisclosure Fee without Petition	Texas Government Code 411.081(d)	\$28.00
With Petition (same as civil filing fees)	Total	\$285.00

SHERIFF'S FEES / CLERKS FEES - Writs, Citation, Subpoenas, Garnishment

Issue Each Writ		\$5.00
Abstract for Judgment		\$5.00
Forcible Detainer		\$60.00
Order of Sale		\$60.00
Subpoena		\$60.00
Summons		\$60.00
All Writs		\$200.00
Order of Retrieval		\$100.00

MISCELLANEOUS FEES

Issuance of Writ of Attachment (Attorney provides Writ)	Local Government Code 118.05	\$6.25
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 118.01(9)	\$7.00
	Certificate Per Page	\$1.00
Jury Fee	Government Code 51.604(a)	\$40.00
Fax and Email Fees	Include 5 pages	\$5.00

