



Medina County Clerk  
Gina Champion  
1300 Avenue M Rm 163  
Hondo, Texas 78861  
830-741-6040  
**FEE SCHEDULE**



Effective Date January, 01, 2022

Property records can be searched online by going to <https://medina.tx.publicsearch.us/> 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>
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**

**UCC 1**

Recording Fee	Local Government Code 118.011	\$15.00
Courthouse Security Fee	Local Government Code 118.011(d)	\$1.00
Archival	Local Government Code 118.011(f)	\$10.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
<b>TOTAL</b>		<b>\$36.00</b>
\$2.00 each additional page after 2nd page		

**UCC 3**

Recording Fee	Local Government Code 118.011	\$30.00
Courthouse Security Fee	Local Government Code 118.011(d)	\$1.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
Archival	Local Government Code 118.011(f)	\$10.00
<b>TOTAL</b>		<b>\$51.00</b>

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.

**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>

**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
<b>TOTAL</b>		<b>\$16.00</b>

<b>PLAT RECORDING</b>		
Plat Recording Fee		\$27.00
Courthouse Security Fee		\$1.00
Tax Statement	<b>\$5.00 per Page</b>	Depending on how many pages
Archival		\$10.00
Records Management		\$10.00
<b>Does not include Tax Statement Fee</b>	<b>Total</b>	<b>\$48.00</b>
<b>City Plats-3- \$30.00 County Plats-4- \$40.00 Distribution Copies are to be made by our Office</b>		
<b>PLAT COPIES</b>		
UNCERTIFIED COPIES (plain copies)	ONE PAGE	\$1.00
PLAT COPY - 18X24	ONE PAGE	\$10.00
Email of Plat Fee		\$2.00 Plus \$10.00 Per Plat Copy
<b>ASSUMED NAME CERTIFICATE</b>		
Applications available on the county website: <a href="http://www.medinacountytexas.org">www.medinacountytexas.org</a> 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
<b>TOTAL</b>		<b>\$23.50</b>
<b>ASSUMED NAME SEARCHES</b>		\$5.00
<b>CERTIFIED COPIES</b>		\$7.00
<b>UNCERTIFIED COPIES (plain copy)</b>		\$2.00
<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">www.medinacountytexas.org</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>
Additional Locations on Animal		Each \$5.00
<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</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
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
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
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
	<b>TOTAL</b>	<b>\$22.00</b>
<b>ORIGINAL FILING OF PROBATE OF LETTERS TESTAMENTARY, INDEPENDENT/DEPENDENT ADMINISTRATION, WILL ANNEXED</b>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</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>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>GUARDIANSHIP</b>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00

Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</b>

**DETERMINATION OF HEIRSHIP**

Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</b>

**CITATION FOR DETERMINATION OF HEIRSHIP & GUARDIANSHIP**

** Citation by Publication for Heirship	Texas Probate Court 50(b)	Newspaper will bill client
<b>Heirship</b> - Citation by Publication	Texas Probate Court 50(b)	\$60.00
Sheriff's Fee (required)	Local Government Code 118.052(3)(A)	\$4.00
<b>Guardianship</b> citation with personal service in Medina County Clerk's fee to issue citation		
<b>TOTAL</b>	<b>\$</b>	<b>64.00</b>

**WILLS FOR SAFEKEEPING**

Filing Fee	Local Government Code 118.052(3)( E)	\$5.00
<b>TOTAL</b>		<b>\$5.00</b>

**ADVERSE PROBATE ACTION**

Local Consolidated Fee Total		\$35.00
State Consolidated Fee		\$45.00
<b>TOTAL</b>		<b>\$80.00</b>

**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
<b>TOTAL</b>		<b>\$27.00</b>

**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
<b>TOTAL</b>		<b>\$12.00</b>

**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
<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>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>SMALL ESTATE AFFIDAVIT</b>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$40.00
Records Mgmt and Preservation Fund	LGC 135.101(b)(4)	\$15.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
County Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Court-Initiated Guardianship Fund	LGC 135.101(b)(11)	\$20.00
Judicial Education and Support Fund	LGC 135.101(b)(12)	\$5.00
Public Probate Administrator Fund	LGC 135.101(b)(13)	\$10.00
Local Consolidated Fee Total		\$223.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>CIVIL COURT</b>		
Appellate Judicial System Fund	LGC 135.101(b)(1)	\$5.00
Court Facility Fee Fund	LGC 135.101(b)(2)	\$20.00
Clerk of the Court Account	LGC 135.101(b)(3)	\$50.00
County Records Mgmt and Preservation	LGC 135.101(b)(4)	\$30.00
Court Reporter Service Fund	LGC 135.101(b)(5)	\$25.00
County Law Library Fund	LGC 135.101(b)(6)	\$35.00
Courthouse Security Fund	LGC 135.101(b)(7)	\$20.00
Language Access Fund	LGC 135.101(b)(8)	\$3.00
Court Jury Fund	LGC 135.101(b)(9)	\$10.00
County Dispute Resolution Fund	LGC 135.101(b)(10)	\$15.00
Local Consolidated Fee Total		\$213.00
State Consolidated Fee		\$137.00
Total Filing Fee		<b>\$350.00</b>
<b>CROSS ACTION, INTERVENTIONS, PLEAS of PRIVILEGE or MOTION FOR NEW TRIAL</b>		
Local Consolidated Fee Total		\$35.00
State Consolidated Fee		\$45.00
	<b>TOTAL</b>	<b>\$80.00</b>
<b>Occupational License</b>		<b>\$350.00</b>
<b>Foreign Judgments: Filing Fees the same as a regular Civil Filing</b>		<b>\$350.00</b>
Nondisclosure Petition		<b>\$350.00</b>
<b>SHERIFF'S FEES / CLERKS FEES - Writs, Citation, Subpoenas, Garnishment</b>		
Issue Each Writ		\$8.00

Abstract for Judgment		\$8.00
Forcible Detainer		\$60.00
Order of Sale		\$60.00
Subpoena		\$60.00
Summons		\$60.00
All Writs		\$200.00
Order of Retrieval		\$100.00
<b>MISCELLANEOUS FEES</b>		
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



