



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



**Effective Date January 1, 2024**

*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 118.012, 118.013	\$5.00
Records Management	Local Government Code 118.0216	\$10.00
Records Archive	Local Government Code 118.025	\$10.00
<b>TOTAL</b>		<b>\$25.00</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	Business & Commerce Code 9.525	\$15.00
Archival	Local Government Code 118.011(f)	\$10.00
Records Management	Local Government Code 118.011(b)(2)	\$10.00
<b>TOTAL</b>		<b>\$35.00</b>
\$2.00 each additional page after 2nd page		

**UCC 3**

Recording Fee	Business & Commerce Code 9.525	\$30.00
Records Management	Local Government Code 118.011	\$10.00
Archival	Local Government Code 118.011	\$10.00
<b>TOTAL</b>		<b>\$50.00</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 118.0216	\$10.00
Record Archive	Local Government Code 118.025	\$10.00
<b>Total</b>		<b>\$30.00</b>

**STATE TAX LIENS**

Recording Fee	Local Government Code 118.012, 118.013	\$5.00
Records Management	Local Government Code 118.0216	\$10.00
<b>TOTAL</b>		<b>\$15.00</b>



<b>PLAT RECORDING</b>		
Plat Recording Fee		\$61.00
Tax Statement	\$5.00 per Page	Depending on how many pages
Archival		\$10.00
Security Fee		\$1.00
Records Management		\$10.00
<b>Does not Include Tax Statement Fee</b>	<b>Total</b>	<b>\$82.00</b>
City Plats-3- \$30.00 County Plats-4- \$40.00 Distribution Copies are to be made by our Office		
<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 118.0216	\$10.00
Record Archive	Local Government Code 118.025	\$10.00
Each Additional Name		\$0.50
	<b>TOTAL</b>	<b>\$22.50</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	Local Government Code 118.011	\$2.00
	<b>TOTAL</b>	<b>\$2.00</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 118.0216	\$10.00
Record Archive	Local Government Code 118.025	\$10.00
	<b>TOTAL</b>	<b>\$25.00</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 181.22	\$20.00
State Birth Certificate Fee	Local Government Code 118.015	\$2.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$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 181.22	\$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 118.018	\$25.00
Records Management	Local Government Code 118.0216	\$10.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$46.00</b>
<b>MARRIAGE LICENSE</b>		
<i>Without Texas Premarital Education Certificate</i>		
License Fee	Local Government Code 118.018	\$60.00
Records Management	Local Government Code 118.0216	\$10.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
	<b>TOTAL</b>	<b>\$81.00</b>
<b>MARRIAGE LICENSE</b>		
<i>with Texas Premarital Education Certificate</i>		
License Fee	Local Government Code 118.018	<i>Fee waived</i>
Records Management	Local Government Code 118.0216	\$10.00
Vital Statistics Preservation Fee	Health & Safety Code 191.0045	\$1.00
Archival Fee	Local Government Code 118.025	\$10.00
	<b>TOTAL</b>	<b>\$21.00</b>
<b>ORIGINAL FILING OF PROBATE OF LETTERS TESTAMENTARY, INDEPENDENT/DEPENDENT ADMINISTRATION, WILL ANNEXED</b>		
Appellate Judicial System Fund	LGC 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>APPLICATION FOR DECLARATORY JUDGEMENT AFTER PROBATE</b>		
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 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>



<b>SUBSEQUENT ACTION FEE</b> <i>(adverse probate actions, contests, or suits, other than filing of a claim against an estate)</i>		<b>\$120.00</b>
<b>GUARDIANSHIP</b>		
Appellate Judicial System Fund	LGC 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>DETERMINATION OF HEIRSHIP</b>		
Appellate Judicial System Fund	LGC 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>CITATION FOR DETERMINATION OF HEIRSHIP &amp; GUARDIANSHIP</b>		
** 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 118.131	\$4.00
<b>Guardianship</b> citation with personal service in Medina County Clerk's fee to issue citation		
	<b>TOTAL</b>	<b>\$ 64.00</b>
<b>WILLS FOR SAFEKEEPING</b>		
Filing Fee	Local Government Code 118.062	\$5.00
	<b>TOTAL</b>	<b>\$5.00</b>
<b>ADVERSE PROBATE ACTION</b>		
Local Consolidated Fee Total	LGC 135.102	\$35.00
State Consolidated Fee	LGC 133.151	\$45.00
	<b>TOTAL</b>	<b>\$80.00</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 118.056	\$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 118.056	\$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 118.056	\$25.00
Judge's Fee	Local Government Code 118.101	\$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 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>SMALL ESTATE AFFIDAVIT</b>		
Appellate Judicial System Fund	LGC 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$40.00
Records Mgmt and Preservation Fund	LGC 135.102	\$15.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00
Language Access Fund	LGC 135.102	\$3.00
County Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Court-Initiated Guardianship Fund	LGC 135.102	\$20.00
Judicial Education and Support Fund	LGC 135.102	\$5.00
Public Probate Administrator Fund	LGC 135.102	\$10.00
Local Consolidated Fee Total	LGC 135.102	\$223.00
State Consolidated Fee	LGC 133.151	\$137.00
Total Filing Fee		<b>\$360.00</b>
<b>CIVIL COURT</b>		
Appellate Judicial System Fund	LGC 135.102	\$5.00
Court Facility Fee Fund	LGC 135.102	\$20.00
Clerk of the Court Account	LGC 135.102	\$50.00
County Records Mgmt and Preservation	LGC 135.102	\$30.00
Court Reporter Service Fund	LGC 135.102	\$25.00
County Law Library Fund	LGC 135.102	\$35.00
Courthouse Security Fund	LGC 135.102	\$20.00

Language Access Fund	LGC 135.102	\$3.00
Court Jury Fund	LGC 135.102	\$10.00
County Dispute Resolution Fund	LGC 135.102	\$15.00
Local Consolidated Fee Total	LGC 135.102	\$213.00
State Consolidated Fee	LGC 133.151	\$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	LGC 135.102	\$35.00
State Consolidated Fee	LGC 133.151	\$45.00
	<b>TOTAL</b>	<b>\$80.00</b>
<b>Occupational License</b>	SAME AS CIVIL COURT	<b>\$350.00</b>
<b>Foreign Judgments: Filing Fees the same as a regular Civil Filing "</b>		<b>\$350.00</b>
<b>Nondisclosure Petition</b>	SAME AS CIVIL COURT	<b>\$350.00</b>
<b>SHERIFF'S FEES / CLERKS FEES - Writs, Citation, Subpoenas, Garnishment</b>		
Issue Each Writ	LGC 118.052	\$8.00
Abstract for Judgment	LGC 118.052	\$8.00
Forcible Detainer		\$60.00
Order of Sale		\$60.00
Subpoena	LGC 118.131	\$60.00
Summons	LGC 118.131	\$60.00
All Writs	LGC 118.131	\$200.00
Order of Retrieval		\$100.00
<b>MISCELLANEOUS FEES</b>		
Issuance of Writ of Attachment (Attorney provides Writ)	Local Government Code 118.052	\$8.00
Certification Fee	Local Government Code 118.052	\$5.00 each
General Copies	Local Government Code 118.052	\$1.00
Authenticated / Exemplified Fee	Local Government Code 118.01(9)	\$7.00
Jury Fee	1st day	\$20.00
Jury Fee	Subsequent Days	\$58.00
Certified Mail	Subject to increase based on weight of package	\$10.00
Fax and Email Fees	Includes first 5 pages	\$5.00