

**HONORABLE NATALIE CARSON  
DE WITT COUNTY CLERK**

**PROBATE FILING FEE SCHEDULE  
EFFECTIVE JANUARY 1, 2020**

**LETTERS OF TESTAMENTARY**

**MUNIMENT OF TITLE**

**ADMINISTRATION (INDEPENDENT OR DEPENDENT)**

|   |   |                 |
|---|---|-----------------|
| Judge's Education Fund                    | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                   | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Clerk Issuance of Posted Citation  | Local Government Code §118.052(3)(A)    | \$4.00          |
| County Judge                              | Local Government Code §118.101          | \$2.00          |
| Law Library                               | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                   | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                   | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI                                     | Local Government Code §133.153(a)(1)    | \$10.00         |
| Sheriff Posting                           | Local Government Code §118.131          | \$10.00         |
| Civil Judicial                            | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                      | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee             | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                 | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee   | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>                              |   | <b>\$268.00</b> |

**SMALL ESTATE:**

|   |   |                 |
|---|---|-----------------|
| Judge's Education Fund                    | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                   | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Judge                              | Local Government Code §118.101          | \$2.00          |
| Law Library                               | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                   | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                   | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI                                     | Local Government Code §133.153(a)(1)    | \$10.00         |
| Civil Judicial                            | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                      | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee             | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                 | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee   | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>                              |   | <b>\$254.00</b> |

| <b>DETERMINATION OF HEIRSHIP:</b>   |   |                 |
|---|---|-----------------|
| Judge's Educator Fund   | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee   | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Clerk Issuance of Posted Citation  | Local Government Code §118.052(3)(A)    | \$4.00          |
| County Judge  | Local Government Code §118.101          | \$2.00          |
| Law Library   | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund   | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee   | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI   | Local Government Code §133.153(a)(1)    | \$10.00         |
| Sheriff Posting   | Local Government Code §118.131          | \$10.00         |
| Civil Judicial  | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee  | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation  | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship   | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee   | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund   | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee   | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>  |   | <b>\$268.00</b> |
| <b>Plus:</b>  |   |                 |
| Issuance of each additional citation  | Local Government Code §118.052(3)(A)    | \$4.00          |
| Sheriff's Fee -- Each Personal or Publication Service                                       | Local Government Code §118.131          | \$100.00        |
| Unknown Heirs   | Local Government Code §118.101          | \$2.00          |
| <b>NOTE: Determination of Heirship and Letters of Administration can be filed together.</b> |   |                 |

| <b>GUARDIANSHIP (ADULT OR MINOR):</b>                               |   |                 |
|---|---|-----------------|
| Judge's Educator Fund   | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee   | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Clerk Issuance of Posted Citation                            | Local Government Code §118.052(3)(A)    | \$4.00          |
| County Judge  | Local Government Code §118.101          | \$2.00          |
| Law Library   | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund   | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee   | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI   | Local Government Code §133.153(a)(1)    | \$10.00         |
| Sheriff Posting   | Local Government Code §118.131          | \$10.00         |
| Civil Judicial  | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee  | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation  | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship                           | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee                                       | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund   | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee                             | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>  |   | <b>\$268.00</b> |
| <b>Plus:</b>  |   |                 |
| Issuance of each additional citation                                | Local Government Code §118.052(3)(A)    | \$4.00          |
| Sheriff's Fee -- Each Personal or Publication Service               | Local Government Code §118.131          | \$100.00        |
| Judge's Fee -- Order Appointing Attorney Ad Litem for Unknown Heirs | Local Government Code §118.101          | \$2.00          |

| <b>TEMPORARY GUARDIANSHIP</b>                                       |   |                 |
|---|---|-----------------|
| <b>TEMPORARY ADMINISTRATION</b>                                     |   |                 |
| Judge's Education Fund  | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee   | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Judge  | Local Government Code §118.101          | \$2.00          |
| Law Library   | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund   | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee   | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI   | Local Government Code §133.153(a)(1)    | \$10.00         |
| Civil Judicial  | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee  | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation  | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship                           | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee                                       | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund   | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee                             | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>  |   | <b>\$254.00</b> |
| <b>Plus:</b>  |   |                 |
| Issuance of each additional citation                                | Local Government Code §118.052(3)(A)    | \$4.00          |
| Sheriff's Fee -- Each Personal or Publication Service               | Local Government Code §118.131          | \$100.00        |
| Judge's Fee -- Order Appointing Attorney Ad Litem for Unknown Heirs | Local Government Code §118.101          | \$2.00          |

| <b>COMMUNITY ADMINISTRATION (SURVIVOR):</b> |   |                 |
|---|---|-----------------|
| Judge's Education Fund                      | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                     | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Clerk Issuance of Posted Citation    | Local Government Code §118.052(3)(A)    | \$4.00          |
| County Judge                                | Local Government Code §118.101          | \$2.00          |
| Law Library                                 | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                     | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                     | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI                                       | Local Government Code §133.153(a)(1)    | \$10.00         |
| Sheriff Posting                             | Local Government Code §118.131          | \$10.00         |
| Civil Judicial                              | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                        | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                  | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship   | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee               | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                   | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee     | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>                                |   | <b>\$268.00</b> |

| <b>FOREIGN WILL (ISSUANCE OF LETTERS OF TESTAMENTARY):</b> |   |                 |
|--|---|-----------------|
| Judge's Educaton Fund                                      | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                                    | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| Law Library  | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                                    | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                                    | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI  | Local Government Code §133.153(a)(1)    | \$10.00         |
| Civil Judicial   | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                                       | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                                 | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship                  | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee                              | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                                  | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee                    | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>   |   | <b>\$252.00</b> |
| <b>Plus:</b>   |   |                 |
| Issuance of each citation                                  | Local Government Code §118.052(3)(A)    | \$4.00          |
| Service -- Certified mail/person                           | Local Government Code §118.131          | \$100.00        |
| Sheriff Fee -- Posting citation (if needed)                | Local Government Code §118.131          | \$10.00         |
| Judge's Fee -- Any orders signed                           | Local Government Code §118.101          | \$2.00          |

| <b>FOREIGN WILL (NO LETTERS; RECORDING ONLY)</b> |   |                 |
|--|---|-----------------|
| Judge's Educaton Fund                            | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                          | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| Law Library                                      | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                          | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                          | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI  | Local Government Code §133.153(a)(1)    | \$10.00         |
| Civil Judicial                                   | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                             | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                       | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship        | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee                    | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                        | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee          | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>                                     |   | <b>\$252.00</b> |

| <b>CROSS ACTION/ADVERSE ACTION/CONTEST:</b> |   |                 |
|---|---|-----------------|
| County Clerk Filing Fee                     | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| Records Management Fund                     | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                     | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI                                       | Local Government Code §133.153(a)(1)    | \$10.00         |
| Court Records Preservation                  | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship   | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee               | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                   | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee     | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>                                |   | <b>\$130.00</b> |
| <b>Plus:</b>                                |   |                 |
| Issuance of each citation                   | Local Government Code §118.052(3)(A)    | \$4.00          |
| Service -- Certified mail/person            | Local Government Code §118.131          | \$100.00        |
| Sheriff Fee -- Posting citation (if needed) | Local Government Code §118.131          | \$10.00         |
| Judge's Fee -- Any orders signed            | Local Government Code §118.101          | \$2.00          |

| <b>SALE OF MINOR'S ESTATE WITHOUT GUARDIANSHIP</b>    |   |                 |
|---|---|-----------------|
| Judge's Education Fund                                | Local Government Code §118.064(a)(b)(1) | \$5.00          |
| County Clerk Filing Fee                               | Local Government Code §118.052(2)(A)(i) | \$40.00         |
| County Clerk Issuance of Posted Citation              | Local Government Code §118.052(3)(A)    | \$4.00          |
| County Judge  | Local Government Code §118.101          | \$2.00          |
| Law Library   | Local Government Code §323.023(a)       | \$35.00         |
| Records Management Fund                               | Local Government Code §118.052(3)(g)    | \$5.00          |
| Courthouse Security Fee                               | Local Government Code §291.008(a)       | \$5.00          |
| BCLSI   | Local Government Code §133.153(a)(1)    | \$10.00         |
| Sheriff Posting                                       | Local Government Code §118.131          | \$10.00         |
| Civil Judicial  | Government Code §51.703(a)              | \$40.00         |
| Judicial Support Fee                                  | Local Government Code §133.154(a)       | \$42.00         |
| Court Records Preservation                            | Government Code §51.708                 | \$10.00         |
| Supplemental Court Initiated Guardianship             | Local Government Code §118.067          | \$20.00         |
| Appellate Judicial System Fee                         | Government Code §22.2141                | \$5.00          |
| State Electronic Fee Fund                             | Government Code §51.851(b)              | \$30.00         |
| Judicial & Court Personnel Training Fee               | Government Code §51.971(a)              | \$5.00          |
| <b>Total</b>  |   | <b>\$268.00</b> |
| <b>Plus:</b>  |   |                 |
| Issuance of each additional citation                  | Local Government Code §118.052(3)(A)    | \$4.00          |
| Sheriff's Fee -- Each Personal or Publication Service | Local Government Code §118.131          | \$100.00        |
| Sheriff's Fee -- Posting Citation (if needed)         | Local Government Code §118.131          | \$10.00         |

| <b>INVENTORY (AFTER 90TH DAY AFTER QUALIFICATION DATE):</b> |  |                |
|---|--|----------------|
| County Clerk Filing Fee                                     | Local Government Code §118.052(2)(B)(i)  | \$25.00        |
| County Judge  | Local Government Code §118.101           | \$2.00         |
| <b>Total</b>  |  | <b>\$27.00</b> |
| <b>ANNUAL ACCOUNT:</b>                                      |  |                |
| County Clerk Filing Fee                                     | Local Government Code §118.052(2)(B)(iv) | \$25.00        |
| County Judge  | Local Government Code §118.101           | \$2.00         |
| <b>Total</b>  |  | <b>\$27.00</b> |
| <b>ANNUAL/FINAL REPORT OR GUARDIAN:</b>                     |  |                |
| County Clerk Filing Fee                                     | Local Government Code §118.052(2)(B)(vi) | \$10.00        |
| County Judge  | Local Government Code §118.101           | \$2.00         |
| <b>Total</b>  |  | <b>\$12.00</b> |
| <b>FINAL ACCOUNT/CLOSING OF ESTATE:</b>                     |  |                |
| County Clerk Filing Fee                                     | Local Government Code §118.052(2)(B)(iv) | \$25.00        |
| County Clerk -- Issuance of Citation                        | Local Government Code §118.052(3)(A)     | \$4.00         |
| County Judge  | Local Government Code §118.101           | \$2.00         |
| Sheriff Fee -- Posting of Citation                          | Local Government Code §118.131           | \$10.00        |
| <b>Total</b>  |  | <b>\$41.00</b> |
| <b>SALE OF PROPERTY:</b>                                    |  |                |
| County Clerk Filing Fee                                     | Local Government Code §118.052(2)(B)(iv) | \$25.00        |
| County Clerk -- Issuance of Citation                        | Local Government Code §118.052(3)(A)     | \$4.00         |
| County Judge  | Local Government Code §118.101           | \$2.00         |
| Sheriff Fee -- Posting of Citation                          | Local Government Code §118.131           | \$10.00        |
| <b>Total</b>  |  | <b>\$41.00</b> |
| <b>WILLS FOR SAFEKEEPING:</b>                               |  |                |
| County Clerk Filing Fee                                     | Local Government Code §118.052(3)(E)     | \$5.00         |
| Records Management Fund                                     | Local Government Code §118.052(3)(g)     | \$5.00         |
| Courthouse Security Fee                                     | Local Government Code §291.008(a)        | \$1.00         |
| <b>Total</b>  |  | <b>\$11.00</b> |

| <b>MISCELLANEOUS FEES:</b>                              |                                      |         |
|---|--------------------------------------|---------|
| Letters of Testamentary, Administration or Guardianship | Local Government Code §118.052(3)(D) | \$2.00  |
| Issuance of Citations (Clerk's Fee)                     | Local Government Code §118.052(3)(A) | \$4.00  |
| Judge's Fee (Orders Signed)                             | Local Government Code §118.101       | \$2.00  |
| Claims Against Estate                                   | Local Government Code §118.052(2)(D) | \$10.00 |
| Jury Fee  | Government Code §51.604              | \$40.00 |
| Certified Copies of Probate Proceedings (Copy Per Page) | Local Government Code §118.052(3)(B) |         |
| Copy Fee (Per Page)                                     |                                      | \$1.00  |
| Certification Fee                                       |                                      | \$5.00  |
| Non Certified Copy Fee (Per Page)                       | Local Government Code §118.052(3)(c) | \$1.00  |
| Authenticated Copies of Probation Proceedings           | Local Government Code §118.052(3)(B) |         |
| Copy Fee (Per Page)                                     |                                      | \$1.00  |
| Certification Fee                                       |                                      | \$10.00 |
| Private Professional Guardian Registration              | Estates Code §1104.301               |         |
| Clerk's Fee   | Estates Code §1104.303(b)(2)         | \$40.00 |

| <b>SHERIFF'S FEES:</b>  |  |          |
|---|--|----------|
| <b>DE WITT COUNTY SHERIFF'S DEPARTMENT SERVICE FEES</b>                               |  |          |
| <b>LOCAL GOVERNMENT CODE §118.131 (SET BY COMMISSIONERS COURT ON AUGUST 26, 2019)</b> |  |          |
| Personal Service  |  | \$100.00 |
| Posting Citation  |  | \$10.00  |
| Service by Publication  |  | \$100.00 |
| Service by Mail   |  | \$100.00 |