

**PROBATE DEPARTMENT**  
**LUCY ADAME-CLARK**  
**BEXAR COUNTY CLERK**  
 210-335-2241 Fee Information

**NEW FEE LIST**  
**EFFECTIVE January 1, 2022**

**\*NEW FILINGS**

App for Probate of Wil.....	\$390.00*
App for Probate of Will & Codicil.....	\$390.00*
App for Probate of Will as Muniment of Title.....	\$390.00*
App for Temporary Administration.....	\$390.00*
App for Administration.....	\$390.00*
App for Administration & Declaration of Heirship.....	\$475.00*
App for Declaration of Heirship... ..	\$445.00*
App for Guardianship.....	\$390.00*
App for Guardian of a Minor.....	\$390.00*
App for Temporary Guardianship.....	\$360.00
App to Sell Property of A Minor.....	\$360.00
App to Sell Proberty w/o Guardian.....	\$360.00
App for a Foreign Will.....	\$360.00
App and Order to Open Lock Box.....	\$47.00
Small Estate Affidavit.....	\$360.00
Original Petition.....	\$360.00

**PROCEEDINGS**

Annual Account.....	\$25.00
Annual Report.....	\$10.00
Final Account.....	\$63.00*
<i>(Post Notice Included)</i>	
Final Report.....	\$10.00
APP to Sell Real Property.....	\$63.00*
<i>(Post Notice Included)</i>	
APP to Sell Personal Property.....	\$63.00*
<i>(Post Notice Included)</i>	
Inventory.....	\$25.00
<i>(90 Days after the Qualifying date)</i>	
Contest.....	\$120.00
Original Petition.....	\$120.00
Claims.....	\$10.00

**\*SERVICE AND NOTICE**

Post Notice.....	\$30.00*
Citation by Private Process.....	\$8.00
Citation by Sheriff's Office.....	\$85.00*
Citation by Certified Mail.....	\$85.00*
Citation by Publication.....	\$85.00*
Bench Warrant.....	\$85.00*
Sheriff Service.....	\$85.00*
Subpoena & Subpoena Duces Tecum....	\$85.00*
Forcible Detainer.....	\$85.00*
Temporary Injunction Sheriff.....	\$85.00*
Temporary Restraining Order Sheriff...	\$85.00*
Courts Show Cause Sheriff.....	\$85.00*
Execution, Order of Sale, Writ, or other Process.....	\$8.00

**MISCELLANEOUS**

Plain Copies (per page).....	\$1.00
Certified Copies (per document plus \$1.00 per page).....	\$5.00
Exemplified Copies (per set plus \$1.00 per page).....	\$7.00
Exemplified Letters.....	\$4.00
Letters.....	\$2.00
<i>(Temp Guardian &amp; Temp Admin Letters = Cert Copies)</i>	
Safekeeping of Will.....	\$5.00
Deposit for Copies of Filings (51.202)...	\$35.00
Abstract.....	\$5.00

**HELPFUL NUMBERS**

**Probate Court # 1**

<b>Clerk.....</b>	<b>210-335-2546</b>
<b>Coordinator.....</b>	<b>210-335-2190</b>
<b>Staff Attorney.....</b>	<b>210-335-2190</b>
<b>Court Investigator.....</b>	<b>210-335-0507</b>
<b>Court Auditor.....</b>	<b>210-335-2638</b>
<b>Court Auditor.....</b>	<b>210-335-2766</b>

**Probate Court # 2**

<b>Clerk.....</b>	<b>210-335-2670</b>
<b>Coordinator.....</b>	<b>210-335-2678</b>
<b>Staff Attorney.....</b>	<b>210-335-2647</b>
<b>Court Investigator.....</b>	<b>210-335-2279</b>
<b>Court Auditor.....</b>	<b>210-335-0491</b>
<b>Court Auditor.....</b>	<b>210-335-2244</b>

Please Make Checks Payable to:  
**Bexar County Clerk**

**\*There is a \$8.00 fee for the issuance  
of any Notice or Citation**