

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**ADMINISTRATION, FOREIGN WILL FOR LETTERS, LETTERS TESTAMENTARY,  
MUNIMENT OF TITLE, ADMINISTRATION WITH WILL ANNEXED, TEMPORARY ADMINISTRATION      \$310.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
ISSUANCE OF CITATION	Local Gov't Code 118.052(3)(a)	\$4.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND-CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS 513911	\$4.00
LAW LIBRARY	Local Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
SHERIFF	Local Gov't Code 118.131	\$20.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
<b>Add \$20.00 for each additional posting of a citation</b>	<b>Add \$4.00 for each additional citation issued</b>	

**APPLICATION FOR NO ADMINISTRATION, RECEIVERSHIP, COMMUNITY SURVIVOR,  
ADJUDICATION INCAPACITATED SPOUSE, SALE-MINOR'S PROPERTY W/O GUARDIANSHIP      \$286.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND-CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS 513911	\$4.00
LAW LIBRARY	Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
<b>*FEE DOES NOT INCLUDE SERVICE</b>	<b>Add \$4.00 for each citation issued.</b>	
	<b>Add \$75.00 for each in-county service.</b>	

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**SMALL ESTATE**

**\$286.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
JUDICIAL EDUCATION	Gov't Code 51.702	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND-CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS 513911	\$4.00
LAW LIBRARY	Local Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00

**HEIRSHIP**

**\$365.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Gov't Code 133.153	\$10.00
ISSUANCE OF CITATION	Local Gov't Code 118.052(3)(a)	\$4.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Gov't Code 291.008	\$5.00
SHERIFF	Local Gov't Code 118.131	\$75.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00

**ADDITIONAL FEES**

**Citation by publication is required and the newspaper will charge a separate publication fee.**

**Appointment of an Attorney Ad Litem is required.**

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**FOREIGN WILL FOR FILING ONLY (no action by Judge)**

**\$286.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Local Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00

**HEIRSHIP + ADMINISTRATION (filed at the same time)**

**\$389.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Gov't Code 133.153	\$10.00
ISSUANCE OF CITATION	Local Gov't Code 118.052(3)(a)	\$8.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Gov't Code 291.008	\$5.00
SHERIFF	Local Gov't Code 118.131	\$20.00 + \$75.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
Citation by publication is required and the newspaper will charge a separate publication fee.		
Appointment of an Attorney Ad Litem is required.		

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**GUARDIANSHIP**

**\$389.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
ISSUANCE OF CITATION(2)	Local Gov't Code 118.052(3)(a)	\$8.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Local Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
SHERIFF	Local Gov't Code 118.131	\$20.00 + \$75.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
<b>Appointment of Attorney Ad Litem is required.</b>	<b>Add \$75 for each in-county service.</b>	

**TEMPORARY GUARDIANSHIP**

**\$389.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
ISSUANCE OF CITATION(2)	Local Gov't Code 118.052(3)(a)	\$8.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Local Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008	\$5.00
SHERIFF	Local Gov't Code 118.131	\$20.00 + \$75.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
<b>Appointment of Attorney Ad Litem is required.</b>	<b>Add \$75 for each in-county service.</b>	

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**OTHER ACTIONS**

**ADVERSE ACTION** **\$121.00**

CATEGORY	STATUTE	FEE
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Local Gov't Code 133.153	\$10.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Local Gov't Code 291.008(d)	\$1.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>Adverse action, contest, suit, intervention pleadings seeking affirmative relief.</b>		

**CLAIM** **\$10.00**

CATEGORY	STATUTE	FEE
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$10.00
<b>ADDITIONAL FEES</b>		
<b>Add \$2.00 for Judge's signature when filed in a Guardianship or Dependent Administration</b>		

**TRANSFER CASES INTO COMAL COUNTY** **\$286.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
APPELLATE FEE	Gov't Code 22.2041	\$5.00
CCL JUDICIARY FEE	Gov't Code 51.702	\$40.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
COURT REPORTER FEE	Local Gov't Code 51.601	\$15.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
GUARDIANSHIP FEE	Local Gov't Code 118.052(2)(e)	\$20.00
INDIGENCY FEE	Gov't Code 133.153	\$10.00
JUDICIAL EDUCATION	Local Gov't Code 118.052(2)(a)(vi)	\$5.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
JUDICIARY FUND - CV	Local Gov't Code 133.154	\$42.00
JUVENILE FUND	VTCS513911	\$4.00
LAW LIBRARY	Gov't Code 323.023	\$35.00
RECORDS MANAGEMENT	Local Gov't Code 118.052(3)(g)	\$5.00
SECURITY FEE	Gov't Code 291.008	\$5.00
TECHNOLOGY FEE	Gov't Code 157.708	\$10.00
<b>ADDITIONAL FEES</b>		
<b>*FEE DOES NOT INCLUDE SERVICE</b>	<b>Add \$4.00 for each citation issued.</b>	
<b>Add \$20.00 for posting citation.</b>	<b>Add \$75.00 for each in-county service.</b>	
<b>Add \$2.00 for each Judge's signature.</b>		

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**APPLICATION TO OPEN SAFE DEPOSIT BOX; EMERGENCY APPLICATION FOR FUNERAL EXPENSES;  
EMERGENCY APPLICATION FOR ACCESS TO PERSONAL PROPERTY; PAYMENT OF CLAIMS  
WITHOUT GUARDIANSHIP- SEC 887** **\$75.00**

CATEGORY	STATUTE	FEE
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00

**NEW APPLICATION FILED IN AN EXISTING ESTATE; PERMANENT GUARDIANSHIP FILED IN A  
TEMPORARY; PERMANENT ADMINISTRATION FILED IN A TEMPORARY;  
HEIRSHIP IN AN ADMINISTRATION** **\$75.00**

CATEGORY	STATUTE	FEE
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
ADDITIONAL FEES		
<b>*FEE DOES NOT INCLUDE SERVICE</b>	<b>Add \$4.00 for each citation issued.</b>	
<b>Add \$20.00 for posting citation.</b>	<b>Add \$75.00 for each in-county service.</b>	

**MENTAL HEALTH FEES** **\$165.00**

CATEGORY	STATUTE	FEE
ALTERNATIVE DISPUTE RESOLUTION FEE	Civil Practice & Remedies Code Ch 152	\$15.00
CLERK FEE	Local Gov't Code 118.052(2)(a)	\$40.00
ELECTRONIC FILING FEE	Gov't Code 51.851(b)	\$30.00
JUDICIAL & COURTHOUSE SECURITY FEE	Gov't Code 51.971	\$5.00
SHERIFF TRANSPORT FEE	Local Gov't Code 118.010	\$75.00

**PENDING ACTIONS  
LOCAL GOVERNMENT CODE 118.052(2)(B) & 118.056**

**INVENTORY & APPRAISEMENT (Includes Judge's fee)** **\$27.00**  
**(Original, amended or supplemental filing)**

\*This fee applies only if the inventory & Appraisalment is filed after the 90<sup>th</sup> day after the date the personal representative has qualified to serve or, if the court grants an extension under Section 250, Texas Probate Code, after the date of the extended deadline specified by the court.

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

**TO BE CHARGED 120 DAYS AFTER THE DATE OF THE INITIAL FILING OR AFTER THE ORDER APPROVING INVENTORY**

<b>Approving and recording bond (Includes Judge's fee)</b>	<b>\$5.00</b>
<b>Administering Oath</b>	<b>\$2.00</b>
<b>Annual Account- Deceased or Guardianship (Includes Judge's fee)</b> (Original, amended or supplemental filing)	<b>\$27.00</b>
<b>Final Account- Deceased or Guardianship (Includes Judge's fee)</b> (Original, amended or supplemental filing) (If citation is needed, there will be an additional fee)	<b>\$27.00</b>
<b>Application for Sale of Real or Personal Property (Includes Judge's fee)</b> (If citation is needed, there will be an additional fee)	<b>\$27.00</b>
<b>Annual Report of Guardian of Person (Includes Judge's fee)</b> (Original, amended or supplemental filing)	<b>\$12.00</b>
<b>Final Report of Guardian of Person (Includes Judge's fee)</b> (Original, amended or supplemental filing)	<b>\$12.00</b>
<b>Any document more than 25 pages</b>	<b>\$25.00</b>

**OTHER FEES**

<b>Issuing and Recording the Return of a Document</b>	<b>\$4.00</b>
Includes a citation, notice, commission to take depositions, execution, order, writ, process or other instrument or paper authorized or required to be issued by the clerk. (Local Gov't Code 118.052(3))	
<b>Letters Testamentary, Letters of Guardianship, Letters of Administration</b>	<b>\$2.00</b>
(Local Government Code 118.052(3))	
<b>Court Registry Funds- Non-Interest Bearing- Custodial Account Fee (Local Gov't Code 117.055)</b> At the time of Withdrawal, a fee in an amount equal to five (5%) percent of the withdrawal, but may not exceed \$50.00	
<b>COURT REGISTRY FUNDS- Interest Bearing- Custodial Account Fee (Local Gov't Code 117.054)</b> At the time of Withdrawal, Ten (10%) of the interest earned	

**COMAL COUNTY CLERK  
BOBBIE KOEPP  
2017 PROBATE FEE SCHEDULE**

SERVICE	STATUTE	FEE
ABSTRACT OF JUDGMENT	Local Gov't Code 118.052(3)	\$2.00
SAFEKEEPING OF WILLS	Local Gov't Code 118.052(3)	\$5.00
MAIL SERVICE OF PROCESS	Local Gov't Code 118.131	\$75.00
SHERIFF SERVICE FEE	Local Gov't Code 118.131	\$75.00
SHERIFF POSTING FEE	Local Gov't Code 118.131	\$20.00
COPIES PER PAGE	Local Gov't Code 118.052(3)	\$1.00
CERTIFIED COPIES	Local Gov't Code 118.052(3)	\$5.00
CLERK'S EXEMPLIFIED, AUTHENTICATED, OR CONGRESSIONAL CERTIFICATE	(Fee is in addition to the copy fee and clerk's certification fee)	\$3.00
JUDGE'S SIGNATURE FEE ON ORDERS	Local Gov't Code 118.101	\$2.00
JURY FEE	Local Gov't Code 51.604	\$40.00
WITNESS FEE FOR SUBPOENA	Civil Practices & Remedies Code 22.002	\$10.00
RETURN CHECK FEE	Local Gov't Code 118.41	\$30.00
CRIMINAL HISTORY RECORD	Estate Code 698	\$10.00
EXEMPTION FROM PROBATE FEES Decedent was active member of armed forces and died in a "combat zone"	Estate Code 11A	\$0.00
EXEMPTION FOR COPIES OF GUARDIANSHIP DOCUMENTS Active member of armed forces being deployed to a hostile fire zone	Gov't Code 431.039	\$0.00