

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

**NEW FEE LIST**  
**EFFECTIVE January 1, 2023**

**\*NEW FILINGS**

App for Probate of Will.....	\$408.00*
App for Probate of Will & Codicil.....	\$408.00*
App for Probate of Will as Muniment of Title .....	\$408.00*
App for Temporary Administration.....	\$408.00*
App for Administration .....	\$408.00*
App for Administration & Declaration of Heirship .....	\$501.00*
App for Declaration of Heirship.....	\$453.00*
App for Guardianship.....	\$408.00*
App for Guardian of a Minor .....	\$408.00*
App for Temporary Guardianship .....	\$453.00
App to Sell Property of A Minor.....	\$360.00
App to Sell Property 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 Report.....	\$10.00
Final Account .....	\$73.00*
<i>(Post Notice Included)</i> APP to Sell Real Property.....	\$73.00*
<i>(Post Notice Included)</i> APP to Sell Personal Property .....	\$73.00*
<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... ..	\$40.00*
Citation by Private Process .....	\$8.00
Citation by Constable 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).....	\$5.00
(Plus \$1.00 per page) Exemplified Copies (Per Document)-----	\$7.00
(Plus \$1.00 per page) Exemplified Letters.....	\$4.00
Letters .....	\$2.00
Safekeeping of Will.....	\$5.00
Deposit for Copies of Filings (51.202)...	\$35.00
Abstract-----	\$13.00*

**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>210-335-0490</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**