



**Dana DeBeauvoir** *Travis County Clerk*

PO Box 149325, Austin TX 78714-9325

Phone: (512) 854-9188

<http://www.traviscountyclerk.org>

Recording, Elections, Computer Resources, Accounting,  
and Administration Divisions

5501 Airport Boulevard, Austin, Texas 78751-1410

Misdemeanor Records, Civil/Probate, and Records Management Divisions

1000 Guadalupe, Austin, Texas 78701-2328

## Probate Fee Schedule

Effective February 1, 2018

Copies (self-service) per page.....	\$ .20
Copies (full-service) per page.....	\$ 1.00
Certified copies per page .....	\$ 1.00
<i>NOTE: Copies to be certified by the Clerk must be made by the Clerk's Office.</i>	Plus \$5.00 per document
Application for Probate of Will and for Issuance of Letters Testamentary .....	\$ 319.00
Application for Probate of Will as a Muniment of Title.....	\$ 319.00
Application for Appointment of Administrator .....	\$ 846.00
Application for Appointment of Temporary Administrator .....	\$ 846.00
Application for Appointment of Independent/Dependent Administrator and Determination of Heirship .....	\$ 850.00
Application for Appointment of Independent/Dependent Administrator with Will Annexed .....	\$ 319.00
<i><b>NOTE: For any application to probate a copy of a lost will or codicil, or to probate a lost will or codicil without a copy, or to probate a will more than four years after the testator's death, or for any reason the Court requires an ad litem, a deposit of \$525.00 is added to the filing fee.</b></i>	\$ 525.00
Application for Appointment of Guardian .....	\$ 950.00
Application for Appointment of Temporary Guardian .....	\$ 950.00
Application for Determination of Heirship.....	\$ 850.00
Adverse Action, Probate (does not include posted notice or personal citation) ....	\$ 125.00
Mental Health suits (in county) .....	\$ 429.00
Mental Health suits (out of county) .....	\$ 454.00
Testamentary Trust, Construction of Trust, Civil Action(includes TRCP736).....	\$ 240.00
Management Trust .....	\$ 925.00
Foreign Will Filed for Issuance of Letters Testamentary .....	\$ 319.00
Foreign Will (for Recording Only) .....	\$ 240.00
Application for Sale of Property of a Minor by a Parent Without Guardianship .....	\$ 846.00
Payment of Claims Without Guardianship .....	\$ 225.00
Small Estate Affidavit.....	\$ 306.00
Interpleader, Counterclaim(does not include posted notice or personal citation) ...	\$ 125.00
Issuance of Citation, Notice, Bill of Costs, or other <i>issuing document</i> .....	\$ 4.00
Administration of Oath .....	\$ 2.00
Recording Bond .....	\$ 3.00
Claims Against the Estate (Allowed Claim and Unallowed Claim).....	\$ 10.00
Issuance of Letters Testamentary, Letters of Administration, Letters of Independent Administration .....	\$ 2.00
Issuance of Letters of Guardianship, Letters of Temporary Guardianship, Letters of Temporary Administration (plus cost of certified copy of order).....	\$ 2.00
Exemplified Letters .....	\$ 4.00

Administration: 854-9188  
Elections: 854-4996

Civil/Probate Division: 854-9595  
Misdemeanor Records Division: 854-9440

Recording Division: 854-9188  
Records Management: 854-4712

Exemplified/Authenticated copies per page .....	\$ 1.00
	Plus \$7.00 certification/exemplification
Order Admitting Will to Probate and Granting Letters Testamentary or Letters of Administration .....	\$ 4.00
Order Admitting Will to Probate as a Muniment of Title .....	\$ 2.00
Order Appointing Guardian and Granting Letters of Guardianship .....	\$ 4.00
Order of Sale of Property .....	\$ 2.00
Decree Confirming Sale .....	\$ 2.00
Decree of Partition and Distribution .....	\$ 2.00
Order Removing Executor, Administrator, or Guardian .....	\$ 2.00
Order Approving Inventory .....	\$ 2.00
Fiat or Certificate .....	\$ 2.00
Filing Annual Report (with existing Estate, includes signature fee) .....	\$ 12.00
Filing of Annual Account (includes signature fee).....	\$ 27.00
Filing of Final Account of Estate (includes posting, signature, and issuance fee).....	\$ 111.00
Filing Application for Sale of Real or Personal Property (includes posting, signature, and issuance fee).....	\$ 111.00
Jury Fee, Probate .....	\$ 22.00
Jury Fee, Civil.....	\$ 40.00
Answer or Response .....	No Charge
Filing Inventory and Appraisal (After the 90 <sup>th</sup> day from Oath or Bond).....	\$ 25.00
Will for Deposit with Travis County Clerk's Office .....	\$ 5.00

**Service Fees (NOTE: May be included in same payment to Travis County Clerk):**

Service by Constable (in county).....	\$ 75.00
Service of Citation or General Notice <u>by Clerk</u> (via certified mail) .....	\$ 75.00
Service of Subpoena or Show Cause Writ .....	\$ 75.00
Service of Temporary Restraining Order .....	\$ 115.00

**Insufficient Funds / Retuned Check Fee.....\$ 25.00**

- *Attorney ad litem fees will be waived only by court order.*
- *Some filings require posted notice or personal citation. Constable's service fees and issuance fee must be added.*
- *Fax filing cannot be accepted.*

**Searching Probate Records**

<b><i>Request</i></b>	<b><i>Fee</i></b>
Customer requesting a cause number or status of a case filed after July 1992 and appears on the automated system.	No charge – Call (512) 854-9188
Customer requesting cause number or status of a case filed before July 1992 that requires reviewing microfilm records.	There is a \$10 charge per name per decade of film searched. Customer suggests the order decades are researched.

Case data and documents are available online at our website:

[www.TravisCountyClerk.org](http://www.TravisCountyClerk.org)

Case data are searchable by party name, attorney name, date filed range, or cause number range.

Case documents are searchable by party name, date filed range, or cause number range.

Inquiries / Requests:

[probate@co.travis.tx.us](mailto:probate@co.travis.tx.us), The Travis County Clerk's Call Center:

**(512) 854-9188**

