



Panola County Clerk Fee Schedule

Effective September 1, 2017

Notice: E-File Mandate effective January 1, 2016 for Panola County. Per the Texas Supreme Court Mandate Miscellaneous Order MD 12-9208, all documents that are part of civil matter, including probate cases, must be e-filed. This mandate does not apply to individuals who are *not represented* by attorneys. Exceptions to e-filing requirement includes wills submitted in probate cases. If a will is filed electronically, the original must be presented to the Clerk's Office within three (3) business days after the application is filed. In addition, the following documents must not be filed electronically: documents filed under seal or presented to the court in camera, and documents to which access is otherwise restricted by law or court order.

Probate Fees

Original Filing: Letters Testamentary, Muniment of Title, Administration, Determination of Heirship, Guardianship

Probate Fee Original Action	Local Gov't Code § 118.052(2)(A)(i)	\$	40.00
Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Appellate Court Fee	TX Gov't Code § 22.2071(b)		5.00
Court Reporter Fee	TX Gov't Code § 51.601(a)		15.00
Courthouse Security Fee	Local Gov't Code § 291.008(a)		5.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Add'l Special Fee - Judge's Continuing Ed	Local Gov't Code § 118.052(2)(A)(vi)		5.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Law Library Fee	Local Gov't Code § 323.023(a)		35.00
Supplemental Court Initiated Guardianship Fee	Local Gov't Code § 118.052(2)(E)		20.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
Sheriff's Service Fee - Posting	Local Gov't Code § 118.131		25.00
Includes one (1) Issuance & Posting	Total	\$	287.00

Note: Criminal Background History Report on Proposed Guardian Required No Later Than Ten (10) Days Prior to Hearing

Note: Please Efile Requests for Citation (or No Citation) Specifying Type of Service on Letterhead as a "No Fee" Document with Initial Filing

Foreign Wills / Small Estate Affidavits / Applications to Sell Minor's Interest

Probate Fee Original Action	Local Gov't Code § 118.052(2)(A)(i)	\$	40.00
Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Appellate Court Fee	TX Gov't Code § 22.2071(b)		5.00
Court Reporter Fee	TX Gov't Code § 51.601(a)		15.00
Courthouse Security Fee	Local Gov't Code § 291.008(a)		5.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Add'l Special Fee - Judge's Continuing Ed	Local Gov't Code § 118.052(2)(A)(vi)		5.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Law Library Fee	Local Gov't Code § 323.023(a)		35.00
Supplemental Court Initiated Guardianship Fee	Local Gov't Code § 118.052(2)(E)		20.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
	Total	\$	262.00

If Citation Required:

Issuance of Citation (each)	Local Gov't Code § 118.052(3)(A)	\$	4.00
Sheriff's Service Fee - For Personal Service (each)	Local Gov't Code § 118.131	\$	50.00
Sheriff's Service Fee - For Posting (each)	Local Gov't Code § 118.131	\$	25.00
Certified Mail Service (each)	Local Gov't Code § 118.052(3)(F)	\$	50.00

Note: Please Efile Requests for Citation (or No Citation) on Letterhead Specifying Type of Service as a "No Fee" Document with Initial Filing

Open Safety Deposit Box

Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)	\$	5.00
Law Library Fee	Local Gov't Code § 323.023(a)		35.00
Courthouse Security Fee	Local Gov't Code § 291.008(a)		5.00
	Total	\$	45.00

If Will is Subsequently Filed to Open a Probate Case, Remaining Fees Apply:

Probate Fee Original Action	Local Gov't Code § 118.052(2)(A)(i)	\$	40.00
Appellate Court Fee	TX Gov't Code § 22.2071(b)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Court Reporter Fee	TX Gov't Code § 51.601(a)		15.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Add'l Special Fee - Judge's Continuing Ed	Local Gov't Code § 118.052(2)(A)(vi)		5.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Supplemental Court Initiated Guardianship Fee	Local Gov't Code § 118.052(2)(E)		20.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
Sheriff's Service Fee - Posting	Local Gov't Code § 118.131		25.00
Includes one (1) Issuance & Posting	Total	\$	242.00

Note: Please Efile Requests for Citation (or No Citation) on Letterhead Specifying Type of Service as a "No Fee" Document with Initial Filing

Adverse Action - Probate

Adverse Probate Action Fee	Local Gov't Code § 118.052(2)(C)	\$	40.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Fee Does Not Include Issuance/Service	Total	\$	75.00

If Citation Required:

Issuance of Citation (each)	Local Gov't Code § 118.052(3)(A)	\$	4.00
Sheriff's Service Fee - For Posting (each)	Local Gov't Code § 118.131	\$	25.00
Sheriff's Service Fee - For Personal Service (each)	Local Gov't Code § 118.131	\$	50.00
Certified Mail Service (each)	Local Gov't Code § 118.052(3)(F)	\$	50.00

Note: Please Efile Requests for Citation (or No Citation) on Letterhead Specifying Type of Service as a "No Fee" Document with Initial Filing

Application for Determination of Heirship (filed in a pending probate case)

Issuance of Citation (each)	Local Gov't Code § 118.052(3)(A)	\$	4.00
Sheriff's Service Fee - For Personal Service (each)	Local Gov't Code § 118.131	\$	50.00
Sheriff's Service Fee - For Posting (each)	Local Gov't Code § 118.131	\$	25.00
Certified Mail Service (each)	Local Gov't Code § 118.052(3)(F)	\$	50.00
Judge's Signature Fee (per Order)	Local Gov't Code § 118.101	\$	2.00

Note: Please Efile Requests for Citation (or No Citation) on Letterhead Specifying Type of Service as a "No Fee" Document with Initial Filing

Inventory, Appraisal and List of Claims (filed over 90 days after qualification date)

Filing Fee	Local Gov't Code § 118.052(2)(B)(i)	\$	25.00
Judge's Signature Fee	Local Gov't Code § 118.101		2.00
	Total	\$	27.00

Annual / Final Account of Probate / Guardianship of an Estate (must be notarized)

Filing Fee	Local Gov't Code § 118.052(2)(B)(iv)	\$	25.00
Judge's Signature Fee	Local Gov't Code § 118.101		2.00
Fee Does Not Include Issuance/Service	Total	\$	27.00

Annual / Final Account of Guardianship of a Person (must be notarized)

Filing Fee	Local Gov't Code § 118.052(2)(B)(vi)	\$	10.00
Judge's Signature Fee	Local Gov't Code § 118.101		2.00
Fee Does Not Include Issuance/Service	Total	\$	12.00

Application for Sale of Real or Personal Property (after Order Approving Inventory or more than 120 days after initial filing, whichever occurs first)

Filing Fee	Local Gov't Code § 118.052(2)(B)(v)	\$	25.00
Fee Does Not Include Issuance/Service			

Claim

Filing Fee	Local Gov't Code § 118.052(2)(D)	\$	10.00
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Proposed Guardian - Criminal History Record Information

Clerk's Fee for Obtaining Report	TX Gov't Code § 411.1386(h)	\$	10.00
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Issuance of Letters Testamentary, Guardianship, or Administration

First Letter issued in a case is provided at no charge
Does Not Include Cost of Copy of Order, if necessary, attached

Issuance by Clerk	Local Gov't Code § 118.052(3)(D)	\$	2.00
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Civil Fees

Civil Court / Occupational Licenses / Foreign Judgments / Bond Forfeitures

Civil Fee Original Action	Local Gov't Code § 118.052(1)(A)(ii)	\$	40.00
Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Appellate Court Fee	TX Gov't Code § 22.2071(b)		5.00
Court Reporter Fee	TX Gov't Code § 51.601(a)		15.00
Courthouse Security Fee	Local Gov't Code § 291.008(a)		5.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Law Library Fee	Local Gov't Code § 323.023(a)		35.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
* See Below for Occupational Licenses	Total	\$	237.00
* Certified Copies for Petitioner and DPS		\$	16.00

Non-Disclosure (filed as a Civil Case)

Civil Fee Original Action	Local Gov't Code § 118.052(1)(A)(ii)	\$	40.00
Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Appellate Court Fee	TX Gov't Code § 22.2071(b)		5.00
Court Reporter Fee	TX Gov't Code § 51.601(a)		15.00
Courthouse Security Fee	Local Gov't Code § 291.008(a)		5.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Law Library Fee	Local Gov't Code § 323.023(a)		35.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
Non-Disclosure Fee	TX Gov't Code § 411.0745(b)		28.00
	Total	\$	265.00

Non-Disclosure Order (filed in a Criminal Case)

Non-Disclosure Fee	TX Gov't Code § 411.072(c)	\$	28.00
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Delinquent Property Tax Cases

Civil Fee Original Action	Local Gov't Code § 118.052(1)(A)(ii)	\$	40.00
Records Management & Preservation Fee	Local Gov't Code § 118.052(3)(G)		5.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
Indigent Legal Services Fee	Local Gov't Code § 133.153(a)(1)		10.00
Judicial Support Fee	Local Gov't Code § 133.154(a)		42.00
Add'l Judicial Support Fee	TX Gov't Code § 51.704(a)		40.00
Court Record Preservation Fee	TX Gov't Code § 51.708(a)		5.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
	Total	\$	177.00

Cross Actions/Interventions

Filing of Action Other Than Original	Local Gov't Code § 118.052(1)(B)	\$	30.00
Statewide Electronic Filing Fee	TX Gov't Code § 51.851(b)		30.00
Judicial and Court Personnel Training Fee	TX Gov't Code § 51.971		5.00
	Total	\$	65.00

Civil - Miscellaneous Fees

Issuance of Citations, Notices (each)	Local Gov't Code § 118.052(3)(A)	\$	4.00
Certified Mail Service (each)	Local Gov't Code § 118.052(3)(F)	\$	50.00
Personal Service in Panola County (each)	Local Gov't Code § 118.131	\$	50.00
Posting (each)	Local Gov't Code § 118.131	\$	25.00
Issuance of Abstracts of Judgment (each)	Local Gov't Code § 118.052(1)(C)(i)	\$	5.00
Jury Fee	TX Gov't Code § 51.604	\$	40.00
Returned Check Charge	Local Gov't Code § 118.011(b)(1)	\$	30.00
Administrative Fees:			
Registry Funds - Interest Bearing Accts	Local Gov't Code § 117.054(b)(1)		10% of Interest Earned
Registry Funds - Non-Interest Bearing Accounts	Local Gov't Code § 117.055(a)		5% or \$50
Cash Bonds	Local Gov't Code § 117.055(a)		5% or \$50