

RANDALL COUNTY CLERK'S
 PROBATE/GUARDIANSHIP
 (Effective 1/1/2023)

Cause of Action→	Letters Test.	Ind. Admin.	Mun. of Title	Dep. Administration	Determination of Heirship	Small Estate/ Open Safe Deposit Box	Guardianship	Foreign Will
Appellate Judicial System Fund	5	5	5	5	5	5	5	5
Court Facility Fee fund	20	20	20	20	20	20	20	20
Clerk of the Court Account	40	40	40	40	40	40	40	40
Records Management & Preservation Fund	15	15	15	15	15	15	15	15
Court Reporter Service Fund	25	25	25	25	25	25	25	25
County Law Library Fund	35	35	35	35	35	35	35	35
Courthouse Security Fund	20	20	20	20	20	20	20	20
Language Access Fund	3	3	3	3	3	3	3	3
County Jury Fund	10	10	10	10	10	10	10	10
County Dispute Resolution Fund	15	15	15	15	15	15	15	15
Court Initiated Guardianship Fund	20	20	20	20	20	20	20	20
Judicial Education & Support Fund	5	5	5	5	5	5	5	5
Public Probate Administrator Fund	10	10	10	10	10	10	10	10
Local Consolidated Total	223	223	223	223	223	223	223	223
State Consolidated Total	137	137	137	137	137	137	137	137
TOTAL CONSOLIDATED FEES	360	360	360	360	360	360	360	360
Additional Fees								
Issuance Fee for Required Notice/Citations	8	8	8	8	8	-----	16	-----
County Judge - Oath	2	2	-	2	2	-	2	-----
County Judge - Signature	2	2	2	2	2	2	2	-----
Sheriff Fees	100	100	100	100	100	-----	100	-----
Total Filing Fee	472	472	470	472	**472	362	472	360

Additional Citation - \$100/Issuance \$8.00 **
 Additional County Judge Fee for each order is \$2.00

ADDITIONAL FEES

***Inventory & Appraisement (filed late)**

Clerk's Fee	\$25.00
Judges Signature	\$2.00
Total	\$27.00

*(fee charged if filed after the 90th day personal representative qualifies or after extended deadline specified by the Court)

Claims against the Estate

Clerk's Fee	\$10.00
Judges Signature	\$2.00
Total	\$12.00

Fees for documents filed after the original application has been on file
for 120 days or after the Order Approving the Inventory and Appraisement has been entered, whichever occurs first.

Annual Account or Final Account of the Estate

Clerk's Fee	\$25.00
Judges Signature	\$2.00
Total	\$ 27.00*

*Fees do not include Issuance/Service of Citation

Application for Sale of Real/Personal Property

Clerk's Fee	\$25.00
Judges Signature	\$2.00
Total	\$ 27.00*

*Fees do not include Issuance/Service of Citation

Annual or Final Report of Guardian of Person

Clerk's Fee	\$10.00
Judges Signature	\$2.00
Total	\$ 12.00*

Document over 25 pages

Clerk's Fee	\$25.00
Total	\$ 25.00*

*plus \$2.00 for Judge's signature (if order presented or applicable)

Fees do not include Issuance/Service of Citation

Oaths	*\$2.00
Issuance of Letters (Testamentary, Guardianship, Admin.)	\$2.00
Issuance of Abstract of Judgment (Probate)	\$2.00
Approving and Recording a Bond	\$ 5.00 + \$2.00 for Judge's signature
Issuance of Citation, Notice, Subpoena	\$8.00
Judge's Signature	\$2.00 per each Order

**1 Oath is included in Original Filing- Any additional will be a \$2.00 Fee

Action Other than Original & Adverse Actions

Clerks Fee	\$40.00
County Records Management	\$5.00
Court Initiated Guardianship	\$30.00
Local Consolidated Fee	\$75.00
State Consolidated Fee	\$45.00
Total Filing Fee	\$120.00*

*plus \$2.00 for Judge's signature if needed

Fees do not include Issuance/Service of Citation if needed

Wills for Safekeeping

Clerks Fee	\$5.00
Total	\$5.00

Registry Handling Expenses

(Clerks Fee)

Non-Interest bearing 5% of withdrawal not to exceed \$50.00

Copy & Miscellaneous Fees

Certified Copies	\$5.00 (Clerks Certificate)
Fee for each page added	\$1.00 (per page)
Non-Certified copies	\$1.00 (per page)
Authenticated/Exemplified/3 Way Copies	\$7.00 (5.00 Clerk's Certification/\$2.00 for Judge's Signature)
Certificate of Fact Concerning Record	\$5.00
Fax/Email fees	\$1.00 (covers up to 10 pages, 11&up \$.10per page)
Certified Mail Service of Process fee is the same as Sheriff	\$100.00 (plus issuance)

Registration of Private Professional Guardian

Clerks Fee	\$40.00
Total	\$40.00

BOND FORFEITURE

(Effective 1/1/2023)

Bond Forfeiture Original Action

Cause of Action-- Fees ↓	Bond Forfeiture Original Action
Appellate Judicial System	\$5
Court Facility Fee	\$20
Clerk of the Court Account	\$50
Records Management & Preservation Fund	\$30
Court Reporter Service Fund	\$25
County Law Library Fund	\$35
Courthouse Security Fund	\$20
Language Access Fund	\$3
County Jury Fund	\$10
County Dispute Resolution Fund	\$15
Local Consolidated Fees	\$213
State Consolidated Fee	\$137
Total Consolidated Fees	\$350
Additional Fees	
Bailiff Fee	
Issuance Fee for Required Notices/Citations	\$8
Sheriff Fee	**100.00
Total Filing Fee ♦	\$458.00

*Varies depending on issuance (add \$8.00 for each additional issuance)

** Fees shown are for Potter Co. Sheriff. If citation is served by **Cert. Mail** the County Clerk will receive the same as Sheriff

POTTER COUNTY DOES NOT COLLECT OUT OF COUNTY FEES

Issuance of Citation, Subpoena, Notice, etc. (Original & One (1) copy)	\$8.00/Set
Issuance of Abstract of Judge	\$5.00

Misc. Fees	
LIQUOR LICENSE	
Clerks Certificate	\$5.00
Protested Application Fee	\$25.00

ALL DOCKETS	
Non-certified Copy	\$1.00/page
Certified copy	\$1.00/page + \$5.00 Clerk's Certificate
Authenticated/Exemplified/3 way copy fee	\$7.00 (\$5.00 Clerks Certification/\$2.00 for Judge's signature)
Certificate of Fact Concerning Record:	\$5.00