

# Filing and Motion Fees as Security for Costs

No civil action or proceeding shall be accepted by the Clerk for filing unless the party or parties filing the action shall have first deposited a sum to secure the payment of costs, except as otherwise provided by law. Each child constitutes a separate filing. Therefore, parties will be charged a filing fee for each child. If the filing party is indigent, the party may file a poverty affidavit in lieu of a cash, check or credit card deposit. The affidavit must clearly state the reason for the party's inability to prepay costs and the party must verify, with proper documentation, his or her indigent status at the **Resource Center** on the 2<sup>nd</sup> floor.

**Advance deposits shall be as follows:**

<b>Abuse, Neglect, Dependency</b>	<b>\$109.00</b>	<b>per child</b>
<b>Application for Expungement</b>	<b>\$ 50.00</b>	<b>per case</b>
<b>Application to Seal a Record</b>	<b>No Charge</b>	
<b>Assigned Counsel</b>	<b>\$ 25.00</b>	<b>per person</b>
<b>Audio Transcripts (via Court Order)</b>	<b>\$ 6.00</b>	<b>per CD</b>
<b>Certified Copies</b>	<b>\$ 1.00</b>	<b>per page</b>
<b>Civil Protection Order</b>	<b>No Charge</b>	
<b>Court of Appeals Filing Fee</b>	<b>\$175.00</b>	
<b>Mediation Fee</b>	<b>\$100.00</b>	<b>per person</b>
<b>Motion to Determine Custody or Visitation</b>	<b>\$150.00</b>	<b>per child</b>
<b>New Filings for Paternity/Custody or Visitation</b>	<b>\$150.00</b>	<b>per child</b>
<b>New Filings for Support</b>	<b>\$135.00</b>	<b>per child</b>
<b>Notary</b>	<b>\$ 2.00</b>	<b>per signature</b>
<b>Notice of Appeal</b>	<b>\$ 40.00</b>	
<b>Other Motions</b>	<b>\$ 20.00</b>	<b>per motion</b>
<b>Parent Unruly Child Filing Fee</b>	<b>\$ 25.00</b>	
<b>Photo Copies</b>	<b>\$ .05</b>	<b>per page</b>
<b>Special Process Server</b>	<b>\$ 35.00</b>	<b>one time request</b>
<b>Special Process Server</b>	<b>\$ 66.00</b>	<b>per year</b>
<b>Subpoenas</b>	<b>\$ 2.00</b>	<b>each*</b>
<b>Unofficial Delinquency/Unruly Fee</b>	<b>\$ 50.00</b>	

In cases with multiple parties or Foreign Service, the Clerk may require the party requesting service to advance an amount to the Clerk sufficient to cover costs.

\*Additional Sheriff Fees charged for service of subpoenas will be billed to the filer upon a Sheriff Return being sent to the Clerk's Office by the Deputy Sheriff.

**Payments are accepted by cash, check, money order or credit card. A non-refundable 2.5% convenience fee will be assessed if payments are made by credit card.**