

## **Rule 25. Security for Costs**

- (A) No civil action or proceeding will be accepted by the Clerk of Court for filing unless the party or parties filing the action will 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. Advance deposits shall be in accord with the fee schedule posted in the clerk's office and on the juvenile court web site.
- (B) In cases with multiple parties, the Clerk of Court may require the party requesting service to advance to the Clerk of Court an amount sufficient to cover the costs.
- (C) The use of a credit card to pay court costs is subject to a convenience fee of 2.5% of the transactional amount or a minimum of \$2.00, whichever is greater.
- (D) A service charge of \$45.00 shall be assessed when checks are presented to the court from accounts with insufficient funds.
- (E) A poverty affidavit filed in lieu of a cost deposit must state the reason for the inability to prepay costs and is subject to review when any subsequent motions are filed.
- (F) Costs must be paid for all photocopies including requests via subpoenas.
- (G) The Court reserves the right to modify the fee schedule as necessary and without notice.

Last Revised 6/19/2015