

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

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In Re: Orphans' Court Fee Schedule

**Administrative Order
Number 13 of 2018**

ORDER OF COURT

AND NOW, this 31st day of October, 2018, it is hereby Ordered that the attached "Orphans' Court Fees & Charges" is hereby adopted effective November 1, 2018 and shall remain in effect until changed by Order of this Court.

BY THE COURT:



**MICHAEL A. GEORGE
President Judge**

Attachment
Board of Judges
Donald Fennimore, District Court Administrator
Kelly Lawver, Clerk of Courts
Children & Youth Services
Adams County Controller
Members of Adams County Bar Association
jvs

FILED
ADAMS COUNTY, PA
PROTHONOTARY
2018 OCT 31 PM 4:03

ORPHANS' COURT FEES & CHARGES

Eff 11/1/2018

	BASIC FEE	ADVERT. COSTS	JUDICIAL COURT PROGRAM	AUTOMATION	TOTAL
ACCOUNTS					
Estate amount is based on total of INCOME + PRINCIPAL RECEIPTS . If there is a testamentary trust, then the gross value shall be only the income generated by the trust.					
ACCOUNTS (REGULAR)					
Estate up to \$50,000.00	105.00	215.00		10.00	330.00
\$50,000.00 to \$100,000.00	155.00	215.00		10.00	380.00
\$100,000.00 to \$200,000.00	205.00	215.00		10.00	430.00
\$200,000.00 to \$300,000.00	260.00	215.00		10.00	485.00
\$300,000.00 to \$400,000.00	310.00	215.00		10.00	535.00
\$400,000.00 to \$500,000.00	360.00	215.00		10.00	585.00
\$500,000.00 to \$600,000.00	415.00	215.00		10.00	640.00
\$600,000.00 to \$700,000.00	465.00	215.00		10.00	680.00
\$700,000.00 to \$800,000.00	520.00	215.00		10.00	745.00
\$800,000.00 to \$900,000.00	570.00	215.00		10.00	795.00
\$900,000.00 to \$1,000,000.00	620.00	215.00		10.00	845.00
Each additional \$100,000 or fraction	100.00				100.00
CEMETERY ACCOUNTS	30.00			10.00	40.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
GUARDIAN ACCOUNTS					
Estate up to \$50,000.00	105.00			10.00	115.00
\$50,000.00 to \$100,000.00	155.00			10.00	165.00
Over \$100,000.00	205.00			10.00	215.00
INFORMAL ACCOUNT (Risk Distribution)	55.00			10.00	65.00
INTER VIVOS TRUST ACCOUNTS					
Estate up to \$50,000.00	105.00		40.25	10.00	155.25
\$50,000.00 to \$100,000.00	155.00		40.25	10.00	205.25
\$100,000.00 to \$200,000.00	205.00		40.25	10.00	255.25
\$200,000.00 to \$300,000.00	260.00		40.25	10.00	310.25
\$300,000.00 to \$400,000.00	310.00		40.25	10.00	360.25
\$400,000.00 to \$500,000.00	360.00		40.25	10.00	410.25
\$500,000.00 to \$600,000.00	415.00		40.25	10.00	465.25
\$600,000.00 to \$700,000.00	465.00		40.25	10.00	515.25
\$700,000.00 to \$800,000.00	520.00		40.25	10.00	570.25
\$800,000.00 to \$900,000.00	570.00		40.25	10.00	620.25
\$900,000.00 to \$1,000,000.00	620.00		40.25	10.00	670.25
Each additional \$100,000.00 or fraction	100.00				100.00
ADOPTIONS					
Petition for Adoption	40.00		40.25	10.00	90.25
Investigation Fee	250.00				250.00
Each additional child investigation fee	25.00				25.00
Act 34 of 1992 (Report of Intention)	75.00				75.00
(SEE BREAKDOWN)					
Report of Intermediary	35.00				35.00
Petition to Confirm Consent to Adopt	40.00		40.25	10.00	90.25
Relinquishment	40.00			10.00	50.00
Request/Inquiry on Adoption - written					NO CHARGE
Termination	40.00			10.00	50.00

	BASIC FEE	ADVERT. COSTS	JUDICIAL COURT PROGRAM	AUTOMATION	TOTAL
AFFIDAVIT	10.00				10.00
AFFIDAVIT OF SERVICE					NO CHARGE
ANSWERS	10.00				10.00
APPEALS					
Appellant Court filing fee ²	90.25				90.25
Orphans' Court – filing fee	63.00				63.00
AUTOMATION FEE¹				10.00	10.00
Clerk of Orphans' Court					
BIRTH/DEATH CERTIFICATE	11.50				11.50
(Certified copy - prior to 1906)					
BRIEF	10.50				10.50
CERTIFICATE OF SERVICE					NO CHARGE
CERTIFICATIONS	10.00				10.00
(Does not include per page fee)					
CITATION (including proof of service)					
Issuing - one respondent	15.00				15.00
Each additional respondent	5.00				5.00
CLAIM - NOTICE OF CREDITOR'S CLAIM AGAINST ESTATE	30.00			10.00	40.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
COMMISSION on money paid into Court Held or controlled by the Court (e.g., CD's, bonds, and escrow accounts)	5%				5%
COPIES					
Certified copies	10.00				10.00
Photo copies	.50				.50
Reel, microfilm, and docket book copies	1.00				1.00
Faxing/email documents to requestor	5.00				5.00
DEED – Execution of	20.00				20.00
DISCLAIMER	40.00			10.00	50.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
DOCKET ENTRIES (PER CASE)	10.00				10.00
ELECTION UNDER OR AGAINST WILL	40.00			10.00	50.00
EXCERPT	13.50				13.50
EXEMPLIFICATION	13.50				13.50
FAMILY SETTLEMENT	55.00			10.00	65.00

	BASIC FEE	ADVERT. COSTS	JUDICIAL COURT PROGRAM	AUTOMATION	TOTAL
FINDING OF FACT	10.00				10.00
GENEOLOGICAL RESEARCH/RECORD SEARCH – per record (Per hour or portion of hour)	20.00 per hour/per name				20.00p/h
GUARDIAN ACCOUNTS					
Estate up to \$50,000.00	105.00			10.00	115.00
\$50,000.00 to \$100,000.00	155.00			10.00	165.00
Over \$100,000.00	205.00			10.00	215.00
GUARDIANSHIP/INCAPACITATIONS					
Annual Report – efile via GTS					NO CHARGE
Paper file (each report)					50.00
Citation (including proof of service)					
Issuing - one respondent	15.00				15.00
Each additional respondent	5.00				5.00
Guardian Bond/Entry of Security	15.00				15.00
Guardian Inventory - efiled	10.00				10.00
Paper file (each report)	50.00				50.00
Guardian Inventory – Supplemental - efiled	5.00				5.00
Paper file (each report)	25.00				25.00
Petition for Appointment of Guardian (Incapacitation)	50.00		40.25	10.00	100.25
Petition for Appointment of Guardian (minor)	50.00		40.25	10.00	100.25
Petition to Discharge Guardian	40.00				40.00
Petition for Successor Guardian	40.00				40.00
JUDICIAL COMPUTER PROGRAM³			40.25		40.25
MARRIAGE LICENSE	25.00 COUNTY FEE				
	.50 STATE TAX				
	10.00 ACT 151				
	10.00 ACT 222				
	10.00 AUTOMATION FEE				
	10.00 CERTIFICATION				65.50
Certified Mail	11.00				11.00
Custodial Parental Consent	10.00				10.00
Judicial Consent Petition	60.00			10.00	60.00
- Applicant under 16yrs of age					
Non-resident Affidavit of Marriage License	40.00				40.00
Order of Court (Waiver)	5.00				5.00
Petition to Correct Record	50.00			10.00	60.00
Re-issue of Marriage License	25.00				25.00
Video Conferencing ML Application					
Adams County Prison	25.00				25.00
Dept. of Corrections	100.00				100.00
MISCELLANEOUS FILINGS	40.00			10.00	50.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
MOTION TO WITHDRAW AS COUNSEL	25.00				25.00

	BASIC FEE	ADVERT. COSTS	JUDICIAL COURT PROGRAM	AUTOMATION	TOTAL
NON-JUDICIAL SETTLEMENT AGREEM'T	55.00			10.00	65.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
OATH	10.00				10.00
OBJECTIONS	45.00				45.00
PETITION FOR SETTLEMENT OF SMALL ESTATE	50.00		40.25	10.00	100.25
If petition for grant of letters was filed prior to settlement petition, omit \$35.50 JCP fee.					
PETITIONS, MOTIONS	50.00			10.00	60.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established.					
POSTAGE (AD-25-15 per mailing)					1.00
POWER OF ATTORNEY	20.00				20.00
PRAECIPE	10.00				10.00
PREPARED FORMS	3.00				3.00
(Same forms available online at no cost)					
RECORD SEARCH	20.00 p/hour				20.00p/h
(per hour or portion of hour)					
RELEASES -	35.00			10.00	45.00
Omit \$10.00 automation fee if Orphan's Court docket number previously established					
RETURNED CHECK FEE	31.00				31.00
Includes debit/credit reversal and Returns, chargebacks, etc. for any reason, regardless of type of payment.					
SATISFACTION OF CLAIM	15.00				15.00
STIPULATION	15.00				15.00
SUBPOENA	10.00				10.00
TRUST					
Petition for Appointment of Trust	50.00		40.25	10.00	100.25
Petition for Successor Trust	50.00				50.00
Petition to Terminate Trust	50.00				50.00

1 - Automation fee will be charged on the initiation of any action or legal proceeding.

2 – Appellant Court Filing fee must be on a SEPARATE check for \$90.25 payable to Superior Court of PA to be sent with the Notice of Appeal by the Clerk of Orphans' Court.

3 - This is a statutorily created fee imposed upon “first filings in petitions concerning adoptions, incapacitated persons, estates of minors, and inter vivos trusts.” 42 P.S. § 3733. Eff 8/8/14 Act 113 and 126 of 2014 increased JCP to \$35.50. Act 40 and 44 of 2007 increased JCP to \$40.25.

Fees for filing instruments not specifically scheduled shall be charged on the same basis as those of substantially similar nature herein scheduled.

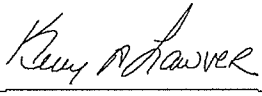
All fees must be paid in full prior to filing

The Clerk of Orphans' Court request that each motion/petition filed seek only one type of relief and reference only one docket number. If a party files a single motion/petition seeking multiple forms of relief, then that party shall be charged as if it had filed a separate motion/petition for each requested matter of relief. If a party files a single motion/petition referencing multiple docket numbers, then that party shall be charged as if it had filed a separate motion/petition for each docket number referenced.


State mandated fees or fee increases will be added to the fee for the scheduled service.

When filing fees have been overpaid in an amount not exceeding five dollars (\$5.00), such overpayment will not be refunded and the money will be forwarded to the county.

Adams County Clerk of Orphans' Court uses a third party processor named GovPayNet to process debit/credit card filing fees. GovPayNet will charge a processing fee added to the total amount paid.

Attest: 

Clerk of Orphans' Court

By the Court: 

Honorable Michael A. George
President Judge in the Court of Common Pleas
of Adams County, Pennsylvania