

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

In Re: Clerk of Courts Fee Schedule

**Administrative Order
Number 17 of 2017**

ORDER OF COURT

AND NOW, this 15th day of November, 2017, it is hereby Ordered that the attached "Notice by the Clerk of Courts – Amended" is hereby adopted effective October 31, 2017 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
Magisterial District Judge Mark Beauchat
Magisterial District Judge Daniel Bowman
Magisterial District Judge Matthew Harvey
Magisterial District Judge Tony Little
Department of Probation Services
District Attorney's Office
Public Defender's Office
Adams County Adult Correctional Complex
Sheriff's Department
Adams County Controller
Members of Adams County Bar Association
jvs

NOTICE BY THE CLERK OF COURTS – AMENDED

In accordance with Act 36 of 2000, amending Title 42 § 1725.4 enacted by the General Assembly of the Commonwealth of Pennsylvania, the following fees are hereby set for the office of the Clerk of Courts.

- (1) A fee of two hundred eleven dollars (\$211.00) for all proceedings in all misdemeanor and felony cases disposed of at any time during or after a trial.
- (2) A fee of one hundred eighty-five dollars (\$185.00) for all proceedings in all misdemeanor and felony cases disposed by non-jury bench trial.
- (3) A fee of one hundred fifty-nine dollars (\$159.00) for all proceedings in all misdemeanor and felony cases disposed of before trial
- (4) A fee of thirty dollars and fifty cents (\$30.50) for all proceedings in summary matters.
- (5) A fee of fifty nine dollars (\$59.00) for all juvenile delinquency matters where a petition was filed.
- (6) A fee of twenty dollars and fifty cents (\$20.50) for the opening of each juvenile delinquency informal adjustment.
- (7) A fee of ten dollars (\$10.00) for all certifications.
- (8) A fee of fifty dollars and fifty cents (\$50.50) for the filing of an appeal from a summary conviction before a District Judge.
- (9) A fee of sixty three dollars (\$63.00) for an appeal from the Court of Common Pleas to an Appellate Court. Note: Effective 10/31/2017 Superior Court filing fee is \$90.25.
- (10) A fee of .045 cents per dollar for the first \$1,000.00 and .015 cents per dollar for each additional \$1,000.00 or fraction thereof for the handling of money paid into Court.
- (11) A fee of twenty dollars (\$20.00) for all other matters filed in the office including all post-sentence motions. Filing fee is waived for Omnibus Pre-trial motions, Motion for Suppression, Motion for In Forma Pauperis, Request for Transcripts, Briefs, Memorandums, Discovery, Entry of Appearance, and PCRA Petitions.
- (12) A fee of five dollars (\$5.00) for an Automation fee for the initiation of any action or legal proceeding or the initiation of any file or docket number.
- (13) A fee of one hundred eighty two dollars (\$182.00) for the Expungement of a record (Act 5 of 2016 \$132.00 & MC-40-97 \$50.00).
- (14) A fee of fifty cents (\$.50) per page for photocopies or printouts.
- (15) A fee of one dollar (\$1.00) per page for microfilm copies, reel copies or docket books.
- (16) A postage fee charged to any criminal case in which the County incurred the cost for change of address.
- (17) A fee of three dollars (\$3.00) for all prepared forms and motions.

- (18) A fee of five dollars (\$5.00) for emailing or faxing of any document local and long distance for up to five pages. Additional pages one dollar (\$1.00) per page.
- (19) A fee of ten dollars (\$10.00) for copies of docket entries. (per case)
- (20) A fee of two hundred dollars (\$200.00) for Individual Private Detective application or renewal or three hundred dollars (\$300.00) for a firm, partnership, association or corporation application or renewal.
- (21) A fee of eleven dollars and seventy cents (\$11.70) for issuance of a bench warrant.
- (22) A fee of thirty one dollars (\$31.00) for a check or money order returned or credit/debit card reversals for any reason.
- (23) A fee of twenty dollars (\$20.00) for filing of Tax Collector Bonds
- (24) A fee of twenty dollars (\$20.00) for filing of resolution / road docket.
- (25) A fee of twenty dollars (\$20.00) for filing of bail piece.
- (26) A fee of twenty dollars (\$20.00) for filing of constable petition, bond, or certificate of insurance.
- (27) A fee of twenty dollars (\$20.00) for filing of bondsman/surety company.
- (28) A fee of twenty dollars (\$20.00) for filing of any bond.
- (29) A fee of ten dollars (\$10.00) per name for any record search from 1986 to present. A fee of twenty dollars (\$20.00) per hour (or portion of hour) per name for any record search prior to 1986.
- (30) A fee of eleven dollars (\$11.00) for each certified mailing.
- (31) A fee of forty dollars (\$40.00) for each contempt matter.
- (32) A fee of twenty dollars (\$20.00) for the Administrative Management for the collection of costs and handling monies paid to the Courts in all criminal court case resulting in a conviction for a felony, misdemeanor or summary offense, indirect criminal contempt, supervision transfers and juvenile delinquency matters in which the juvenile was adjudicated.
- (33) A fee of ten dollars (\$10.00) for each case referred to a collection agency.

Approved:

Michael A. George, President Judge