

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

In Re: Clerk of Courts Fee Schedule

**Administrative Order
Number 2 of 2014**

ORDER OF COURT

AND NOW, this 7th day of January, 2014, it is hereby Ordered that the attached "Notice by the Clerk of Courts – Amended" is hereby adopted effective January 6, 2014 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
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 three dollars (\$203.00) 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 seventy-eight dollars (\$178.00) for all proceedings in all misdemeanor and felony cases disposed by non-jury bench trial.
- (3) A fee of one hundred fifty-three dollars (\$153.00) for all proceedings in all misdemeanor and felony cases disposed of before trial
- (4) A fee of twenty-nine dollars and forty cents (\$29.40) for all proceedings in summary matters.
- (5) A fee of fifty-six dollars and seventy cents (\$56.70) for all proceedings in juvenile matters.
- (6) A fee of ten dollars (\$10.00) for all certifications.
- (7) A fee of forty-nine dollars (\$49.00) for the filing of an appeal from a summary conviction before a District Judge.
- (8) A fee of sixty-one dollars (\$61.00) for an appeal from the Court of Common Pleas to an Appellate Court. Note: Superior Court filing fee is \$73.50
- (9) 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.
- (10) A fee of twenty dollars (\$20.00) for all other matters filed in the office including all post-sentence motions.
- (11) A fee of five dollars (\$5.00) for an Automation fee for the initiation of any action or legal proceeding.
- (12) A fee of forty-nine dollars (\$49.00) for the Expungement of a record (MC-40-97).
- (13) A fee of fifty cents (\$.50) per page for photocopies or printouts.
- (14) A fee of one dollar (\$1.00) per page for microfilm copies, reel copies or docket books.
- (15) A postage fee charged to any criminal case in which the County incurred the cost for change of address.
- (16) A fee of three dollars (\$3.00) for all prepared forms and motions.

- (17) 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.
- (18) A fee of ten dollars (\$10.00) for copies of docket entries. (per case)
- (19) 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.
- (20) A fee of eleven dollars and twenty-five cents (\$11.25) for issuance of a bench warrant.
- (21) A fee of thirty dollars (\$30.00) for a check or money order returned for any reason.
- (22) A fee of twenty-one dollars (\$21.00) for filing of Tax Collector Bonds
- (23) A fee of twenty-one dollars (\$21.00) for filing of resolution / road docket.
- (24) A fee of twenty-one dollars (\$21.00) for filing of bail piece.
- (25) A fee of twenty-one dollars (\$21.00) for filing of constable petition.
- (26) A fee of twenty-one dollars (\$21.00) for filing of bondsman/surety company.
- (27) 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.
- (28) A fee of eleven dollars (\$11.00) for each certified mailing.
- (29) A fee of forty dollars (\$40.00) for each contempt matter.
- (30) 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 misdemeanor and felony convictions.
- (31) A fee of ten dollars (\$10.00) for each case referred to a collection agency.

Approved:

Michael A. George, President Judge

Effective: January 6, 2014

Kelly A. Lawver, Clerk of Courts