

FILING FEES

EFFECTIVE 10/01/11

- **Letters Testamentary or Independent Administration: \$2.00** (Clerk). For **Dependent Administrations**, must attach a Certified copy of the **Order Approving Administrator, \$1.00** each page **\$5.00** for certification. An Oath **MUST** be filed before issuance.

- **Letters of Guardianship: \$2.00** (Clerk), must also attach a Certified Copy of the **Order Approving Guardianship, \$1.00** each page, **\$5.00** for certification. *NOTE:* On existing cases a Court Visitor Report and Order and Annual Report/Annual Account must be approved before issuance of letters.

- **Amended Application to Probate Will and Amended Application for Probate of Will as Muniment of Title: \$3.00** first page **\$2.00** for each additional page (Clerk) and **\$65.00** (Sheriff) when it pertains to the name of the decedent, the title of the application or the names of the applicants. **Note: encourage applicant to consult Probate Judge to determine if citation is required**

- **Application to Appoint Successor Guardian: \$3.00** first page **\$2.00** for each additional page (Clerk) **\$165.00** (Sheriff) for Personal Citation and Citation by Posting

- **Plain copies: \$1.00** per page in a file, **\$5.00** for **Certification** per each individual item (i.e. Will, Order). Inventory/Order and Notice to Creditors (after the 90th day of qualification) must be on file to obtain certified copies

- **Inventory, Appraisement and List of Claims: \$30.00; \$28.00** (Clerk) **\$2.00** for Judge's Signature after the 90 days of qualifying as the Executor/Executrix

- **NO fee charge on Amended Inventory, Appraisement of and list of Claims; Amended Annual Reports/Annual Accounts: Final Account; and Final Report**

- **Annual Accounts on Guardianships: \$25.00** (Clerk); no fees on indigent cases
- **Order Approving Annual Account: \$3.00** first page, **\$2.00** each additional page (Clerk) and **\$2.00** for Judge's signature fee. **FYI:** the Order to approve has to be filed after the 10th day of filing the Annual Account. If case is Indigent no fees
- **Final Account: \$90.00; \$25.00** (Clerk) **\$65.00** (Sheriff) for Citation by Posting. **FYI:** If in the heading on the application that the attorney has filed is entitled as First and Final Account, an additional **\$25.00** (Clerk) has to be added (total would be **\$115.00**. Breakdown would be **\$50.00** (Clerk) and **\$65.00** (Sheriff). No fees on Indigent cases
- **Order Approving Final Account: \$3.00** (1st page - Clerk) **\$2.00** (each additional page - Clerk) **\$2.00** (Judge's Signature) **FYI:** the Order to approve has to be filed after the 10th day of filing the Final Account. No fees on Indigent cases
- **Application to Close Guardianship/Estate: \$3.00** first page **\$2.00** (Clerk) for each additional page on file after the posted return date
- **Order to Close Guardianship/Estate: \$3.00** first page, **\$2.00** for each additional page (Clerk), **\$2.00** for Judge's signature
- **Annual Reports on Guardianships: \$15.00; \$13.00** (Clerk) **\$2.00** for Judge's signature. No fees on Indigent cases
- **Application for Sale of Real Property: \$90.00; \$25.00** (Clerk) **\$65.00** to the Sheriff for the Citation by Posting.
- **Decree for Sale of Real Property: \$3.00** for the first page, **\$2.00** (Clerk) for each additional page, **\$2.00** for Judge's signature. The Decree is to be filed after 10th day of the filing
- **Application for Sale of Personal Property: \$25.00** (Clerk)
- **Order for Sale of Personal Property: \$3.00** first page, **\$2.00** for each additional page (Clerk), **\$2.00** for Judge's signature

- **Motions and Orders: \$3.00** for the first page, **\$2.00** for each additional page (Clerk), **\$2.00** for Judge's signature NOTE: Motion/Order to Deposit Funds into Registry of Court no fees assessed; Motion/Order to Withdraw as Attorney no fee assessed; Motion/Order for Substitute Counsel no fee assessed

- **Opposition/Objection/Contest: \$50.00; \$40.00** Clerk; **5.00** Courthouse Security; **\$5.00** Records Management/Preservation Fee

- **Petition: \$40.00; \$30.00** Clerk **\$5.00** Courthouse Security; **\$5.00** Records Management/Preservation Fee. An **"A" MUST be placed** next to the case number

- **Citation and Subpoenas: \$4.00** (Clerk). The Citation/Subpoena prepared by private processor and/or attorney. The Deputy Clerk duties is to sign and seal and return back to applicant the Citation/Subpoena for processing

- **Prep, Sign and Seal of Citations: \$8.00** (Clerk), Order for Service has to signed by a Judge executing request

- **Personal citations: \$100.00** (Sheriff), citations are prepared by clerk with an Order for Service signed by Probate Judge and are to be served by the Sheriff's Department

- **Posted citations: \$65.00** (Sheriff) to be executed by the Sheriff's Department if Probate Judge requires this process with Order

- **Claim: \$2.00** (Clerk). The applicant must submit an Original and two (2) copies of claim. The Probate Department creates a letter to the attorney of record with a copy of the Claim. The original Claim and a copy of the letter to be placed inside file. Copy (if provided) will be sent back to Creditor

- **No fee assessed for Answers, Responses, Briefs, Disclaimer, Bill of Review(s) and Denial/Approval of Claims.**

- **Jury Fee: \$22.00, (Jury)**
- **Application to Show Cause: \$15.00 (Clerk) \$100.00 (Sheriff) for personal Citation to serve person**
- **Application to Show Cause: \$15.00 (Clerk); \$8.00 Prep/Sign/Seal Citation to be served by Private Process Service**
- **Order to Show Cause: \$5.00; \$3.00 (Clerk) first page (\$2.00 each additional page); \$2.00 for Judge's Signature**