

## SCOTT COUNTY CIRCUIT COURT FEES

*Basic list only-please refer to 33<sup>RD</sup> Judicial Circuit-Rule 5.1. Filing Fee and Cost Deposit for complete list.*

**Circuit Level Civil** (Examples: Personal Injury, Medical Malpractice, Damages, ETC.)

**Filing Fee: \$100.00**

*As an E-filing court, we will no longer accept checks for entity that will be serving the party(ies); payment must be made directly to the entity; the cost information may be obtained by called the serving department directly, any services by publications, if needed, is paid directly to the publisher.*

**Domestic** (Examples: Dissolution, Motion to Modify, Paternity, custody, Family Access, Change of Name)

**Filing Fee \$ 132.50**

**Change of Name Filing Fee: \$ 130.50**

*As an E-filing court, we will no longer accept checks for entity that will be serving the party(ies); payment must be made directly to the entity; the cost information may be obtained by called the serving department directly, any services by publications, if needed, is paid directly to the publisher. Difference is because of the C of N does not include CASA fee.*

Conversion of a Legal Separation to a Dissolution (Unless filed within 30 days of the final judgment in a Legal Separation)

**Filing Fee \$ 132.50**

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**Appeal \$70.00**

**Trial De Novo \$45.00**

**Post-Conviction Relief \$0.00**

**Adoption**                      **\$180.50**

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**Registration of Foreign Judgment; Transcript Judgment, Revival of Judgment**

**Filing Fee \$ 0.00**

**Mechanic's Lien**    **\$5.00**

*Filing must include: A bill of sale, legal description of property; and Mechanic's /Materialmen's Lien form (available under court approved forms.)*

**Motion for Contempt**    **\$0.00**

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**Motion to Set Aside**    **\$0.00**

*If Services is required: As an E-Filing Court, we will no longer accept checks for the entity that will be serving the party(ies) payment must be made directly to the entity this cost information may be obtained by called the serving department directly; any service by publication, if needed, is paid directly to the publisher.*

**Garnishments (Issued against wages or bank account)**

**Filing Fee**                      **\$10.0**

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**Immediate Income Withholding** (*Scott County-Child or Spousal Support*)

**Filing Fee \$0.00**

*SPECIAL NOTE: In accordance with 452.50 "...The notice of income withholding shall be prepared by the person entitled to support pursuant to the order, or the legal representative of that person, on a form prescribed by the court, and shall be presented to the clerk of the court at the time the order is entered..."*

**Application for Wage Withholding** (*Scott County- Child or Spousal Support*)

**Filing Fee \$ 0.00**

*An arrearage must be equal to at least one month's total obligation and process must be initiated by the party entitled to receive support, or the legal representative of that person a form*

**Voluntary Income Withholding; Payment agreements** (*For court costs, fines, etc.*)

*Payment are monitored monthly for compliance, failure to comply results in costs sent to debt collection*

**Small Claims** (*Maximum of 12 filings per year*)

**Filing Fee \$35.50**

*Filing must include: IF SERVICES IS REQUESTED BY CERTIFIED MAIL: An additional \$ 5.60 per defendant for service.*

*IF SERVICE IS REQUESTED BY SHERIFF'S OFFICE OR SPECIAL PROCESS SERVER: As an E-Filing court, we will no longer accept checks for the entity that will be serving the party(is); payment must be made directly to the entity; this cost information may be obtained by calling the serving department directly; any services by publication, if needed, is paid directly to the publisher.*

**Associate Level Civil Case**

**Filing Fee \$ 48.50**

*As an E-Filing court, we will no longer accept checks for the entity that will be serving the party(is); payment must be made directly to the entity; this cost information may be obtained by calling the serving department directly; any services by publisher.*

### **Adult Abuse and Child Abuse Case**

**Filing Fee \$ 48.50**

*As an E-Filing court, we will no longer accept checks for the entity that will be serving the party(is); payment must be made directly to the entity; this cost information may be obtained by calling the serving department directly; any services by publisher.*

### **Adult Abuse and Child Protection**

**Filing Fee \$0.00**

*(Cost may be assessed to the Respondent upon entering of an Order.)*

### **AC Limit Driving**

**Filing Fee \$48.50**

*Filing must include: Separate check(s) made payable to Cole County in the amount of \$ 30.00*

### **CC Limited Driving**

**Filing Fee \$100.50**

*Filing must include: Separate check(s) made payable to Cole County in the amount of \$ 30.00*

### **PROBATE**

#### **Admit Will to Probate**

**Filing Fee \$68.50**

*Filing must also include: Filing fee; Party Information Sheet; original Last Will and Testimony*

#### **Application for Letters of Administration**

**Filing Fee \$ 148.50**

*Filing must also include: Filing fee; Party Information Sheet; original Last Will and Testimony*

## **DECEDENT**

### **Application for Letters of Testamentary with App to Admit Will**

**Filing Fee \$183.50**

*Filing must also include: Filing fee; Party Information Sheet; original Last Will and Testimony*

### **Determination of Heirship**

**Filing Fee \$68.50**

*Filing must also include: Filing fee; Party Information Sheet; original Last Will and Testimony*

### **Small Estate without App to Admit Will**

**Filing Fee \$68.50**

*Filing must also include: Filing Fee; Party Information Sheet; notarized Affidavit to Establish Title of Distributees*

### **Small Estate with App to Admit Will**

**Filing Fee \$103.50**

*Filing must also include: Filing Fee; Party Information Sheet; original Last Will and Testament; notarized Affidavit to Establish Title of Distributees*

### **App for Refusal to Minor, App for Refusal to Spouse, App for Refusal to Creditor**

**Filing Fee \$ 68.50**

*Filing for Refusals must also include: Filing fee; Copy of Death Certificate; documentation reflecting asset to be transferred to applicant; value of asset In addition to above copy of paid funeral bill*

### **Annual for Dec Estates**

**Filing Fee \$30.00**

**Filing of Will ONLY**

**Filing Fee \$6.50**

*Petition and Confidential Filing Infor Sheet are REQUIRED*

**Minor- Application for Guardian and/or Conservator of Minor App Appointment of Limited Guardian and/or Conservator**

**Filing Fee \$ 93.50**

**Minor- App for Successor**

**Filing Fee \$ 63.50**

**Minor- Annual Fee for Conservatorship of Minor**

**Filing Fee \$25.00**

**Incapacitated and/or Disabled Adult**

**Application for Appointment of Guardian and/or Conservator of an adult**

**Filing Fee \$ 108.50**

**Application for Appointment of Successor Letters for an adult**

**Filing Fee \$ 78.50**

**Annual fee for conservator for an adult \$ 30.00**

**Real Estate Sale Non-Resident conservator**

**Filing Fee \$ 68.50**

## Miscellaneous Fees

### Recording Requests for Documents

**\$5.00 per request**

*Record request form can be found on our website*

### COPIES of Sound Recordings

**Filing Fee      \$ 25.00 per Hearing**

*Submit a completed Sound Recording Duplications Request form- dates must be specified on request*

### Scott County Sheriff Service Fee for ProSe Litigants:

**\$50.00 Pre-Payments required for service of summons first defendant/respondent.**

**\$35.00 Pre- Payment required for each additional summons to be served at the same address.**

A motion for Special Process Served may be e-filed, however specific name(s) of the server must be included in the request and is subject to the approval of the court.

### Passport Information

Click here for US Department of State- Passport, Travel and Living Abroad Information

<https://travel.state.gov/content/travel/en/passports.html>

### Can't find your birth certificate with the raised seal?

*If born in Missouri, you may obtain a copy at your Local Health Department. If born out of State, contact the Bureau of Vital Statistics of your birth state.*