

## Scott County Circuit Court Fees

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

Case Type	Case Type	Filing Fee	Additional/Other
<b>Circuit Level Civil</b>	Examples: Personal Injury, Medical Malpractice; Damages; ETC.	\$100.50	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 calling the serving department directly; any services by publications, if needed, is paid directly to the publisher.
<b>Domestic</b>	Examples: Dissolution; Motion to Modify; Paternity; Custody; Family Access Change of Name	\$132.50 \$130.50	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 calling the serving department directly; any services by publication, if needed, is paid directly to the publisher. Difference is because of C of N does not include CASA fee
	Conversion of a Legal Separation to a Dissolution	\$132.50 Unless filed within 30 days of the final judgment in a Legal Separation	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 calling the serving department directly; any services by publisher
<b>Appeal</b>		\$70.00	
<b>Trial De Novo</b>		\$45.00	
<b>Post Conviction Relief</b>		\$0.00	
<b>Adoption</b>		\$180.50	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 calling the serving department directly; any services by publisher
<b>Registration of Foreign Judgment; Transcript Judgment; Revival of Judgment</b>		\$0.00	
<b>Mechanic's Lien</b>		\$5.00	<b>Filing must include:</b> A bill of sale, legal description of property; and Mechanic's/ Materialmen's Lien form (available under court approved forms)
<b>Motion for Contempt</b>		\$0.00	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
<b>Motion to Set Aside</b>		\$0.00	If Service is Required: 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 called the serving department directly; any service by publication, if needed, is paid directly to the publisher.
<b>Garnishments</b>	Issued against wages and bank accounts.	\$10.00	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

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Immediate Income Withholding	Scott County - Child or Spousal Support	\$0.00	<b>SPECIAL NOTE:</b> 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, <b>and shall be presented to the clerk of the court at the time the order is entered...</b> "
Application for Wage Withholding	Scott County - Child or Spousal Support	\$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	\$0.00	Payment are monitored monthly for compliance, failure to comply results in costs sent to debt collection
Small Claims	*Maximum of 12 filings per year	\$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: <i>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.</i>
Associate Level Civil Case		\$48.50	<i>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</i>
Adult Abuse and Child Protection		\$0.00	(Cost may be assessed to the Respondent upon entering of an Order.)
AC Limited Driving		\$48.50	<b>Filing must include:</b> Separate check(s) made payable to Cole County in the amount of \$ 30.00
CC Limited Driving		\$100.50	<b>Filing must include:</b> Separate check(s) made payable to Cole County in the amount of \$ 30.00
<b>PROBATE</b>			
	Admit Will to Probate	\$68.50	<b>Filing must also include:</b> Filing fee; Party Information Sheet; original Last Will and Testimony
	Application for Letters of Administration	\$148.50	<b>Filing must also include:</b> Filing Fee, Party Information Sheet
<b>DECEDENT</b>	App for Letters Testamentary with App to Admit Will	\$183.50	<b>Filing must also include:</b> Filing fee, Party Information Sheet; original Last Will and Testament
	Determination of Heirship	\$68.50	<b>Filing must also include:</b> Filing Fee, Party Information Sheet
	Small Estate without App to Admit Will	\$68.50	<b>Filing must also include:</b> Filing Fee; Party Information Sheet; <b>notarized</b> Affidavit to Establish Title of Distributees
	Small Estate with App to Admit Will	\$103.50	<b>Filing must also include:</b> Filing Fee; Party Information Sheet; original Last Will and Testament; <b>notarized</b> Affidavit to Establish Title of Distrttributees

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	App for Refusal to Minor App for Refusal to Spouse App for Refusal to Creditor	\$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 additional to above copy of paid funeral bill
	Annual For Dec Estates	\$30.00	
	Filing of Will ONLY	\$6.50	Petition and Confidential Filing Infor Sheet are <b>REQUIRED</b>
<b>Minor</b>	Application for Guardian and/or Conservator of Minor App Appointment of Limited Guardian and/or Conservator	\$93.50	
<b>Minor</b>	App for Successor	\$63.50	
<b>Minor</b>	Annual Fee for Conservatorship of Minor	\$25.00	
<b>INCAPACITATED AND/OR DISABLED ADULT</b>	Application for Appointment of Guardian and/or Conservator of an adult	\$108.50	
	Application for Appointment of Successor Letters for an adult	\$78.50	
	Annual fee for conservator for an adult	\$30.00	
	Real Estate Sale-non-resident conservator	\$68.50	

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### MISCELLANEOUS FEES

<b>Record Requests for Documents</b>	\$5 per request		Record Request form can be found on our website
<b>COPIES of Sound Recordings</b>	\$25.00 per Hearing		Submit a completed Sound Recording Duplications Request form- dates must be specified on request
<b>Passport Fee</b>	\$35.00		

#### **Scott County Sheriff Service Fees For ProSe Litigants:**

\$45.00 Pre-Payments required for service of summons first defendant/respondent.

\$30.00 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 certivivate 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.