

Schedule A

Sheriff's Civil Process Fees	Old Fee	New Fee
Generally: Fees for service and process of documents are based on each party that is to be served. Deposits will be routinely required for certain services where indicated below ("requires deposit"), but may also be required in any instance when actual costs are to be assessed. Deposit amount may increase depending on the size/amount of property. Any person making a deposit will be responsible for the balance of costs that exceed any deposit amount required. Deposit amounts in excess of actual costs will be refunded.		
Service & Process of Summons and Complaint or each process that commences an action proceedings including Small Claims.	\$ 40.00	\$ 70.00
Service & Process of each and every Notice, Rule, Order or Body Attachment. Includes Affidavit & Order, Notice of Landlord Tenant, Notice to Pay Rent or Quit, Notice to Quit, Notice to Vacate, Order for Appearance or Examination, Order to Show Cause, services of Affidavits and/or Notices, Orders and all other pleadings and papers not specifically listed herein.	\$ 40.00	\$ 70.00
Service and Process of civil and criminal subpoenas, for each witness summoned. (When not issued by the Court.)	\$40.00 Civil/ \$0 criminal	\$ 70.00
Service of Civil Protection Order or Subpoena when issued by court.	No Charge	No Charge
Service of Restraining Order (issued by attorney)	\$40.00	\$40.00
Certified Mail/Postage	actual costs	actual costs
Certificate of Sale	\$ 10.00	\$ 10.00
Service & Process of each Writ of Execution where levy is not made on property or cash.	\$ 40.00	\$ 70.00
Service & Process of Order to Deliver Personal Property, Writ of Assistance, Writ of Attachment, Writ of Possession, Writ of Restitution	\$ 40.00 + Actual Costs, requires deposit	\$ 70.00 + Actual Costs, requires deposit
Service of Papers Resulting in Impound, Moving, Towing, Storage of Property	\$ 40.00 + actual costs, requires deposit	\$ 70.00 + actual costs, requires deposit
Service of Execution or Notice of Levy ¹	\$ 5.00 + levy*	\$ 70.00 + levy*
Notice of Sale	\$ 40.00 + \$ 5.00 + Actual costs, requires deposit	\$ 10.00 + Actual costs, requires deposit.
Notice of Trustee Sale	\$ 5.00 + \$ 5.00	\$ 70.00
Postings, manual, of required notices	\$ 5.00	\$ 5.00
Publication Costs	actual costs	actual costs
Recording of Documents	actual costs + requires deposit	actual costs
Returned Check Fee	None	\$ 30.00
Sheriff's Deed	\$ 15.00	\$ 10.00
Writ of Execution – Garnishments (Bank, Wage)	\$ 40.00	\$ 70.00
Warrant of Distrain	\$ 20.00	\$ 20.00
Writ of Attachment/Civil Arrest	\$ 40.00	actual costs, requires deposit
Deposit for actual costs if Sheriff arranges evictions, personal property & vehicle attachments, move outs, storage, levy	\$ 3,000.00	\$ 3,000.00
Deposit for actual costs of Sheriff's sale	\$ 500.00	\$ 500.00

¹ Levy - Commission on receiving and paying over money on execution regarding land or personal property when levied and sold. On first \$1,000, it is 2%; on all amounts over \$1,000 it is 1%, if no sale it is \$100.00. Levy amount shall not exceed actual costs.