

**PORTAGE COUNTY MUNICIPAL COURT  
RAVENNA AND KENT CIVIL DIVISIONS  
FILING FEES EFFECTIVE SEPTEMBER 30, 2008**

**ALL FILINGS WILL BE RETURNED WHEN NOT ACCOMPANIED BY PROPER FILING FEES**

THERE WILL BE NO REFUNDS ON COURT COSTS NOT PLACED ON DEPOSIT

The following schedule of court costs, including fees of the clerk and the bailiff and/or sheriff, shall be deposited and applied in advance, to wit:

1) ALL MOTIONS .....	\$10.00
2) COMPLAINT .....	102.00
a. Each additional defendant .....	10.00
b. Personal/residence service .....	22.00
3) SMALL CLAIMS .....	71.00
a. Each additional defendant .....	10.00
b. Personal or residence service .....	22.00
c. Statement of assets .....	10.00
d. Transfer of small claim to regular civil docket .....	30.00
e. Objections to the Magistrate's Decision .....	15.00
4) FORCIBLE ENTRY AND DETAINER ACTION WITH 2 <sup>ND</sup> CAUSE .....	137.00
a. Each additional defendant .....	24.00
5) FORCIBLE ENTRY AND DETAINER ACTION NO 2 <sup>ND</sup> CAUSE .....	125.00
a. Each additional defendant .....	12.00
6) FORCIBLE ENTRY AND DETAINER ACTION/PROCESS SERVER	
a. With second cause .....	117.00
b. Each additional defendant .....	24.00
c. Without second cause .....	107.00
d. Each additional defendant .....	12.00
7) FORCIBLE ENTRY AND DETAINER ACTION/ PUBLICATION .....	95.00
8) FORCIBLE ENTRY AND DETAINER DRUG ACTION/PERSONAL SERVICE	
a. With 1 defendant .....	120.00
b. With 2 defendant .....	124.00
9) FORCIBLE ENTRY AND DETAINER FOR DECEASED RESIDENCE OF MANUFACTURED HOME .....	155.00
10) WRIT OF RESTITUTION .....	110.00
11) WRIT OF EXECUTION ON ABANDONED MOBILE HOME .....	200.00
12) ALIAS SERVICE	
a. Certified mail each defendant .....	10.00
b. Regular mail each defendant .....	6.00
c. Personal/residence services .....	22.00
d. Each additional defendant Personal/ residence service .....	2.00
13) ADVANCE OF FOREIGN SERVICE .....	50.00
14) SUPPLEMENT FILINGS REQUIRING SERVICE:	
a. CROSS CLAIM, COUNTER CLAIM, THIRD PARTY COMPLAINT AND AMENDED COMPLAINT .....	35.00
c. Each additional defendant .....	10.00
15) REPLEVIN ACTION .....	205.00
a. Each additional defendant .....	12.00
b. If a vehicle is towed by sheriff additional .....	50.00

16) COGNOVIT JUDGMENT .....	102.00
a. Each additional defendant .....	10.00
17) REVIVOR .....	39.00
a. Each additional defendant .....	10.00
18) TRANSFER OF JUDGMENT FROM ANOTHER COURT .....	55.00
19) TRUSTEESHIP .....	25.00
a. Notice to each Creditor .....	10.00
20) DEBTOR'S EXAMINATION	
a. By Certified Mail .....	41.00
b. Each additional defendant .....	12.00
c. By Bailiff .....	53.00
d. Each additional defendant .....	4.00
e. By Process Server .....	33.00
f. Each additional defendant .....	4.00
21) MOTION TO CITE FOR CONTEMPT/ must provide instructions for service	
a. By Bailiff .....	41.00
b. Each additional defendant .....	2.00
c. By Foreign Sheriff (INCLUDES ADVANCE DEPOSIT) .....	71.00
d. By Process Server .....	21.00
e. By Certified Mail (each additional defendant \$10.00) .....	29.00
22) BENCH WARRANT .....	65.00
23) AID IN EXECUTION (WAGE) .....	60.00
24) REQUEST FOR DISBURSEMENT (on wage attachment) .....	10.00
25) AID IN EXECUTION (BANK) .....	40.00
a. Garnishee fee (made payable to the Bank) .....	1.00
26) SUBPOENAS FILING ONLY .....	2.00
a. Subpoenas by certified mail (instructions required) .....	10.00
b. Subpoenas by bailiff service (instructions required) .....	22.00
27) EXECUTION .....	130.00
a. If vehicle is towed by sheriff .....	50.00
28) CERTIFIED COPY .....	1.00
29) CERTIFIED COPY OF JUDGMENT ORDER EXEMPLIFIED .....	5.00
30) CERTIFICATE OF FINANCIAL RESPONSIBILITY .....	11.00
31) CERTIFICATE OF JUDGMENT .....	5.00
32) TRANSCRIPT/ CHANGE OF VENUE .....	25.00
33) JURY DEMAND .....	200.00
34) ADVANCE DEPOSIT FOR THE PORTAGE COUNTY SHERIFF .....	50.00
35) SECRETARY OF STATE .....	35.00
a. (Additional check of \$5.00 made payable to Secretary of State if for a corporation only)	
36) NOTICE OF APPEAL 2 checks ; 1 <sup>st</sup> check make payable to Clerk of Courts in the amount of \$ 125.00	
a. 2 <sup>nd</sup> check made payable to the Portage County Municipal Court in the amount of \$25.00 .....	150.00
37) ARBITRATION APPEAL .....	170.00
38) NEW CASES FOR FRA, DUS, ALS CASES .....	25.00

39) STAY OF ADMINISTRATIVE LICENSE SUSPENSION (ALS) .....	10.00
40) VEHICLE CLUBBED AT RESIDENCE .....	10.00
41) IMMOBILIZATION AND IMPOUNDMENT OF VEHICLES.....	15.00
42) LIMITED DRIVING LETTERS/AMENDED LIMITED DRIVING LETTERS.....	10.00
PRIVILEGES ORDERED WITH SCRAM OR IGNITION INTERLOCK - ADD'L	2.50
43) PETITION FOR LIMITED DRIVING FRA SUSPENSION .....	48.00
44) PETITION FOR REINSTATEMENT FEE PLAN .....	48.00
45) PETITION FOR 12 POINT SUSPENSION APPEAL .....	56.00
46) NSF CHECK RETURNED FROM BANK.....	30.00
47) COURT RULES .....	10.00
48) COPIES PER PAGE .....	.10
49) FAXES \$3.00 FOR 1 <sup>ST</sup> PAGE THEN \$1.00 PER PAGE AFTERWARDS MUST BE PREPAID (COPY OF CHECK MADE PAYABLE TO CLERK OF COURTS FAXED WITH TRANSMISSION, AND MAILED AFTERWARDS, OR MAY BE PAID WITH CREDIT CARD) FEES ASSESSED ON ALL INCOMING AND OUTGOING FAXES	
50) ALL CREDIT CARD TRANSACTIONS WILL BE ASSESSED AN ADDITIONAL PROCESSING FEE OF 4%.	