

FEE SCHEDULE
ORPHANS' COURT DIVISION

Orphans' Court captions must be correct. Incorrect captions will require a Motion to Correct Caption. A per correction fee will be charged in addition to the filing fees.

ADOPTIONS: *(Listed in filing order)*

JCS/ATJ/CJEA fee \$ 41.25*

**fixed by Legislature*

(FIRST FILINGS – Adoptions, Small Estates, Guardianships, Minors & Trusts)

AUTOMATION FEE **\$ 15.50**

**To be charged on all first filings requiring a
JCS fee & on all marriage license applications**

REPORT OF INTENT TO ADOPT* **(SEE BELOW)**
**** (non-relative adoptions *ONLY*)**

***Must be filed within 30 days of custody of child**

*INTENT TO ADOPT	\$ 25.00
CRIMINAL BACKGROUND CHECK	\$ 5.00 (each parent)
CHILD ABUSE CLEARANCE	\$ 5.00 (each parent)
FBI CLEARANCE	\$ 5.00 (each parent)
**REPORT OF INTERMEDIARY	\$ 10.00
**FAMILY PROFILE/HOME STUDY	\$ 10.00
1 parent, Act 34 Exempt (CYS)	\$ 60.00

ACT 34 surcharge (On All Intents) \$ 75.00***

****(NOT CHARGED ON SPECIAL NEEDS CHILD)*

WITH ACT 34

TOTAL with 1 parent (CYS)	\$ 60.00
TOTAL with 2 parents (CYS)	\$ 75.00
TOTAL with 1 parent	\$135.00
TOTAL with 2 parents	\$150.00

VOLUNTARY RELINQUISHMENT ADULT/AGENCY

PETITION	\$ 25.00
Certified Court Order	\$ 5.00 each

INVOLUNTARY TERMINATION PETITION

Certified Court Order	\$ 25.00
	\$ 5.00 each

PETITIONS FOR TRANSPORT

3 CERTIFIED ORDERS	\$ 25.00
(REQUIRED BY SHERIFF)	\$ 15.00

CERTIFIED MAIL COSTS

\$ 10.00 each

***Subject to change w/o further Court Order
based on postal rate changes**

CONFIRM CONSENT

PETITION	\$ 25.00
Certified Court Order	\$ 5.00 each

****(NO LESS THAN 30 DAYS AFTER DATE OF CONSENT)***

ADOPTION PETITION	\$ 50.00
Certified Court Order	\$ 5.00 each

ADOPTION CERTIFICATE	\$ 5.00 each
(Replacement cost)	

**NOTE: NO CASES WILL BE FORWARDED TO COURT FOR
FINALIZATION UNLESS ALL FEES ARE PAID IN FULL**

ADOPTION INQUIRIES/PETITIONS

Non-Identifying Information (no search agent)	\$ 25.00
Appoint Search Agent	\$ 50.00

<u>SURROGACY PETITION</u>	<u>TOTAL:</u>	<u>\$ 81.75*</u>
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*Petition	\$ 25.00
*JCS	\$ 41.25
*Automation Fee	\$ 15.50
* Certified Order (get 2 orders)	\$ 5.00 each

APPEALS *(Must be 2 separate checks)

Butler County Court **\$ 75.00***

**Includes filing, certifying, and transmitting record to court*

Appellate Court (Payable to appropriate Court) **\$ 91.25**
**Effective 08/01/14*

AUTOMATION FEE **\$ 15.50**

*To be charged on all first filings requiring a JCS fee &
on all marriage license applications*

BIRTH RECORD CERTIFICATION **\$ 10.00+**
1893-1905 ONLY

Research fee **\$ 5.00 per name**

SASE for mail requests

NO PERSONAL CHECKS
(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

CERTIFICATIONS

Court Order **\$ 5.00+**
+ pages @ **\$2.00**
Orphans' Court documents **\$ 5.00+**
+ pages @ **\$2.00**

CERTIFIED MAILING **\$ 10.00**
(Subject to change without further Court Order)

CITATION **\$ 20.00**

CLAIM AGAINST ESTATE **\$ 25.00**

CLAIM SATISFACTION/WITHDRAWAL **\$ 10.00**

COMMISSION ON COURT-ORDERED ESCROWS

(poundage)

05% on first \$1,000.

01% on each additional \$1,000 or any part thereof

***NOTE: To be deducted from original court-ordered amount
prior to investment**

COPIES

Self-made copies	\$.50 page
Copies made by office staff	\$ 1.00 page

CORRECTIONS

Motion to Correct Caption	\$ 25.00
Certified Court Order	\$ 5.00
Per correction charge	\$ 1.00

COURT ACCOUNTING

Per each additional page of accounting	\$ 125.00+
	\$ 2.00

FIRST/FINAL ACCOUNT

Per additional page of accounting	\$ 125.00+
	\$ 2.00

AMENDED ACCOUNTS (Same as original)

Per additional page of accounting	\$ 125.00+
	\$ 2.00

DECREE OF REAL ESTATE

\$ 10.00

EXCEPTIONS/OBJECTIONS TO ACCOUNT

CERTIFIED COURT ORDER	\$ 25.00
	\$ 5.00 each

DEATH RECORD CERTIFICATION

\$ 10.00+

(1893-1905 ONLY)

Research & Retrieval fee **\$ 5.00**

SASE

NO PERSONAL CHECKS

(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

DELAYED BIRTH RECORD CERTIFICATION \$ 10.00+
1893-1905 ONLY

Per name research fee + \$ 5.00
SASE for mail requests

NO PERSONAL CHECKS
(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

DEED EXECUTION \$ 25.00
By OC Clerk/Court ordered

DISCHARGE OF PERSONAL REPRESENTATIVE

Petition	\$ 25.00
Certified court order	\$ 5.00 each

DISCHARGE OF TRUSTEE/GUARDIAN

Petition	\$ 25.00
Certified court order	\$ 5.00 each

DISCLAIMER OF INTEREST \$ 10.00 per name

DISTRIBUTION RECEIPT/RELEASE \$ 5.00*
**Independent of Family Settlement Agreement*

ELECTION \$ 25.00

EXCEPTIONS/OBJECTIONS \$ 25.00
Certified Court Order \$ 5.00 each

EXEMPLIFICATION OF RECORD \$ 40.00+
Each additional page \$ 2.00

FOREIGN ADOPTION REGISTRATION PET. **TOTAL** \$ 136.75

**Includes copies, certification, forms preparation & transmittal to Vital Records*

PETITION	\$ 75.00
JCS/ATJ/CJEA fee	\$ 41.25
AUTOMATION FEE	\$ 15.50
DECREE	\$ 5.00

FOREIGN ADOPTION COMPLETION PET. **TOTAL: \$ 136.75**

PETITION	\$ 75.00
JCS/ATJ/CJEA fee	\$ 41.25
AUTOMATION FEE	\$ 15.50
DECREE	\$ 5.00

EMERGENCY GUARDIAN **TOTAL: \$ 106.75 (w/JCS)**

JCS	\$ 41.25
AUTOMATION FEE	\$ 15.50
PETITION	\$ 25.00
DECREE	\$ 5.00 EACH
CITATION	\$ 20.00

GUARDIANSHIP **TOTAL: \$ 111.75**

(If JCS/Automation already paid, fee is \$55.00)

AUTOMATION FEE **\$ 15.50**

*To be charged on all first filings requiring JCS fee
& on all marriage license applications*

JCS SURCHARGE **\$ 41.25**

PETITION FOR APPOINTMENT
Emergency or Permanent **\$ 25.00 each**

PRELIMINARY ORDER	\$ 5.00
GUARDIAN CITATION	\$ 20.00
GUARDIAN FINAL DECREE	\$ 5.00

COMBINED PETITION FOR Emg/Plenary **\$ 50.00**

CERTIFIED COURT ORDER - Prelim/Final **\$ 5.00 each**

GUARDIAN CITATION
(Emergency or Permanent) **\$ 20.00 each**

GUARDIAN BOND (if Court required) **\$ 35.00**

GUARDIAN INVENTORY **\$ 15.00**

GUARDIAN CERTIFICATE **\$ 5.00**

GUARDIAN ANNUAL REPORT **\$15.00 each**

GUARDIAN COURT ACCOUNT	\$125.00+
Per additional page of accounting	\$ 2.00

<u>GUARDIAN/MINOR</u>	\$ 91.75*
*Does not include citation fee	
PETITION	\$ 25.00
PRELIMINARY DECREE	\$ 5.00
FINAL DECREE	\$ 5.00
JCS	\$ 41.25
AUTOMATION	\$ 15.50
 CITATIONS	 \$ 20.00 each
 <u>PETITION FOR DISCHARGE OF GUARDIAN</u>	 \$ 25.00+
Certified Court Order	\$ 5.00 each
 <u>PETITION FOR SUCCESSOR GUARDIAN</u>	 \$ 25.00+
Certified Court Order	\$ 5.00 each

MAIL REQUESTS **\$ 5.00**

(Per name Per kind of record searched)
+ COST of photocopies @ \$1 per page

NO PERSONAL CHECKS
(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

INTEREST/LATE FEE – 1 % per month

<u>MARRIAGE LICENSE</u>	TOTAL	\$ 60.00 *CASH
APPLICATION	\$ 19.00	
AUTOMATION FEE	\$ 15.50*	
ACT 151	\$ 10.00	
ACT 222	\$ 10.00	
PA WRIT TAX	\$.50	
CERTIFICATION OF MARRIAGE LICENSE	\$ 5.00	

***To be charged on all first filings requiring a JCS fee & on all
marriage license applications**

CUSTODIAL PARENTAL CONSENT **\$ 20.00**

JUDICIAL WAIVER OF WAITING PERIOD **\$ 20.00**

MILITARY WAIVER **N/C**

CERTIFICATION (marriage record or application) **\$ 5.00+**

\$5 Research & Retrieval fee

Self addressed, STAMPED envelope

NO PERSONAL CHECKS

(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

PHOTOCOPY OF APPLICATION

\$ 1.00 per page

\$5 research & retrieval fee

SASE

NO PERSONAL CHECKS

(U.S. MONEY ORDERS/CASHIER'S CHECKS ONLY)

OUT OF STATE ML APP COMPLETION **\$ 20.00**

Non-PA ML APPLICATION \$ 5.00
Certification & Seal Only

PETITION FOR SETTLEMENT \$ 25.00+

AUTOMATION FEE **\$ 15.50**

**To be charged on all first filings requiring a
JCS fee & on all marriage license applications*

JCS SURCHARGE **\$ 41.25**

CERTIFIED COURT ORDER \$ 5.00 each

PROOF OF DEPOSIT **\$ 5.00**

****NOTE:**

INJURIES TO CHILD: Parent(s) & Atty MUST APPEAR

INHERITANCE TO CHILD: No Appearance Required

MISCELLANEOUS PETITION **\$ 25.00+**
CERTIFIED COURT ORDER **\$ 5.00 each**

MOTIONS \$ 25.00
CERTIFIED COURT ORDER \$ 5.00 each

PARENTAL (CUSTODIAL) CONSENT \$ 20.00

PETITION TO SELL/PURCHASE REAL ESTATE **\$ 25.00+**
CERTIFIED COURT ORDER **\$ 5.00 each**

PETITION TO DISCHARGE PERSONAL REP \$ 25.00+
CERTIFIED COURT ORDER \$ 5.00 each

PHOTOCOPIES

Self-made copies	\$.50 page
Copies made by office staff	\$ 1.00

POUNDAGE (*commission on court-ordered escrows*)

5% on first \$1,000.

1% on each additional \$1,000 or any part thereof

***NOTE: To be deducted from original court-ordered amount prior to investment**

PROOFS OF PUBLICATION \$ 10.00 each
(if filed independently of accounting)

RESEARCH & RETRIEVAL FEE **\$ 5.00 per name**
NO PERSONAL CHECKS
(U.S.MONEY ORDERS/CASHIER'S CHECKS ONLY)

RESEARCH FORMS TO COMPLETE \$ 10.00

RULE TO SHOW CAUSE **\$ 20.00**

SATISFACTION OF CLAIM **\$ 10.00**

SETTLEMENT AGREEMENT \$ 60.00
(signed by Personal Rep & any Legatees)
Per Legatee Signature

SMALL ESTATE PETITION **TOTAL-with 1 cert order** **\$ 86.75**
*(Death Certificate is required when filing & Original Will,
if applicable)*

PETITION	\$ 25.00
AUTOMATION FEE	\$ 15.50
JCS	\$ 41.25
CERTIFIED COURT ORDER	\$ 5.00 each

SURROGACY
(filed under Adoptions)

TOTAL-with 1 cert order \$ 86.75

PETITION	\$ 25.00
AUTOMATION	\$ 15.50
JCS FEE	\$ 41.25
CERT COURT ORDER	\$ 5.00 each

STIPULATION \$ 25.00

SUBPOENA \$ 10.00

TRANSCRIPTS

**Fees are determined by the Court Administrator's Office*

TRUST **TOTAL** **\$ 81.75**

(AGREEMENT/RESTATEMENTS) \$ 25.00*

JCS FEE \$ 41.25

AUTOMATION FEE \$ 15.50

** To be charged on all first filings requiring a JCS fee & on all marriage license applications*

CERTIFIED ORDER (if any) \$ 5.00 each

TRUSTEE BOND \$ 35.00

TRUSTEE ACCOUNT \$ 125.00+

Per additional page of accounting \$ 2.00

WRONGFUL DEATH ACTIONS*

PETITION	\$ 25.00
CERTIFIED ORDER	\$ 5.00 each

**(filed in Orphans' Court Division ONLY if NO LITIGATION is involved)*

NOTE: In cases not specifically provided for, the Clerk of Orphans' Court shall make the same charge as that imposed for services of a substantially similar nature.