

**NEW CIVIL CASE FILING**  
**LORI M TYACK, CLERK**  
**FRANKLIN COUNTY MUNICIPAL COURT**  
**THIS COVER SHEET MUST BE COMPLETED FOR ALL NEW CASE FILINGS**  
**(Please check all that apply)**

**CASE TYPE**

_____	“E”	Personal Injury/Property Damage	\$123.00
_____	“F”	Contracts/Notes/Accounts	\$123.00
_____	“F”	Cognovit	\$123.00
_____	“H”	12 Point / FRA Non-Compliance Petitions	\$123.00
_____	“H”	BMV Reinstatement Plan	\$ 20.00
_____	“H”	Certificate of Judgment	\$ 84.00
_____	“H”	Declaratory Judgment	\$123.00
_____	“I”	Small Claims	\$ 78.00
_____	“N”	Photo Red Light Appeal	\$123.00
_____	“P”	Parking Violations Bureau Petition	\$123.00
_____	“CV_”	Change of Venue	\$ 97.00
_____	“EV_”	Civil Environmental	\$123.00

**NOTE: THE ABOVE FILING FEES INCLUDE SERVICE FOR UP TO 3 DEFENDANTS AND/OR ADDRESSES ISSUING ONE (1) TYPE OF SERVICE. ADDITIONAL DEFENDANTS AND/OR ADDRESSES, AND/OR MORE THAN (1) TYPE OF SERVICE REQUESTED WILL BE CHARGED ADDITIONAL SERVICE FEES BASED ON THE CURRENT COURT FEE SCHEDULE.**

**Service Type:**

- \_\_\_\_\_ Certified Mail
- \_\_\_\_\_ Bailiff Service (Instructions must be filled out)
- \_\_\_\_\_ Process Server Appointment (Please include an additional \$3.00 for this option)
- \_\_\_\_\_ Other (Instructions must be filled out)
- \_\_\_\_\_ Waiver of Notification of Failure (Form CV-81 MUST be completed)

**CASE TYPE**

_____	“G”	F.E.D. 1 Cause of Action (EVICTION ONLY)	\$133.00
_____	“G”	F.E.D. 2 Causes of Action (EVICTION WITH MONEY)	\$133.00

**NOTE: THE ABOVE FILING FEES INCLUDE ORDINARY MAIL SERVICE PLUS ONE OF THE CHOICES BELOW FOR UP TO 3 DEFENDANTS AND/OR ADDRESSES. REQUESTS FOR ADDITIONAL DEFENDANTS AND/OR ADDRESSES WILL BE CHARGED ADDITIONAL SERVICE FEES BASED ON THE CURRENT COURT FEE SCHEDULE.**

**ORDINARY MAIL SERVICE +**

_____	Bailiff Service (Instructions must be filled out)	\$133.00
_____	Certified Mail (Must be signed for to perfect service)	\$133.00
_____	Process Server Appointment	\$136.00

Signature of filing Party: \_\_\_\_\_

Phone Number (optional): \_\_\_\_\_

Provision of phone number may assist the court if problems are encountered

**Refiling Information**

If this is a REFILING of a previously dismissed case, please complete the following information:

Previous Case No. \_\_\_\_\_ Original Judge \_\_\_\_\_

PLEASE PRESENT COMPLETED FORM WITH ORIGINAL & SERVICE COPIES TO CASHIER. MAKE CHECKS OR MONEY ORDERS PAYABLE TO “FRANKLIN COUNTY MUNICIPAL COURT” or “FCMC” Rev 9/14/16