

**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	\$117.00
_____	“F”	Contracts/Notes/Accounts	\$117.00
_____	“F”	Cognovit	\$117.00
_____	“H”	12 Point / FRA Non-Compliance Petitions (Cash or Credit ONLY)	\$117.00
_____	“H”	BMV Reinstatement Plan	\$ 20.00
_____	“H”	Certificate of Judgment	\$ 78.00
_____	“H”	Declaratory Judgment	\$117.00
_____	“I”	Small Claims	\$ 72.00
_____	“N”	Photo Red Light Appeal	\$117.00
_____	“P”	Parking Violations Bureau Petition	\$117.00
_____	“CV_”	Change of Venue	\$ 91.00
_____	“EV_”	Civil Environmental	\$117.00

**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**

- \_\_\_\_\_ Certified Mail
- \_\_\_\_\_ Bailiff Service (Instructions must be filled out)
- \_\_\_\_\_ Process Server Appointment (Additional \$3.00 per defendant)
- \_\_\_\_\_ 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)	\$127.00
_____	“G”	F.E.D. 2 Causes of Action (EVICTION WITH MONEY)	\$127.00

**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)	\$127.00
_____	Certified Mail (Must be signed for to perfect service)	\$127.00
_____	Process Server Appointment	\$130.00

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

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

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

**PLEASE PRESENT COMPLETED FORM WITH ORIGINAL COMPLAINT & SERVICE COPIES TO CASHIER. MAKE CHECKS OR MONEY ORDERS PAYABLE TO “FRANKLIN COUNTY MUNICIPAL COURT”**

