

**FRANKLIN COUNTY MUNICIPAL COURT
LORI M TYACK, CLERK OF COURTS
ACCOUNTING FINANCE DIVISION
375 SOUTH HIGH STREET THIRD FLOOR
COLUMBUS, OHIO 43215
(614) 645-7223**

NEW CIVIL CASES must include the original complaint for the file, and a copy for each Defendant listed in the case. Service is NOT included in general and small claims civil cases.

EVICITION CASES must include the original complaint for the file and TWO copies for EACH Defendant. If you are filing Bailiff Service **and** Certified Mail, you must include the original complaint and THREE copies for each Defendant. If you are filing Bailiff Service, Certified Mail, **and** Process Server, you must include the original complaint and FOUR copies for each Defendant.

The cost of service in all Forcible Entry and Detainer cases shall be \$25.00, which includes ordinary mail and Bailiff or Certified Mail service for up to 3 Defendants with one address each. For each additional Defendant and/or address, please see "ADDITIONAL SERVICE FEES" below.

ORDINARY MAIL IS ISSUED IN ALL EVICITION CASES. BAILIFF SERVICE IS TO FRANKLIN COUNTY RESIDENTS ONLY.

	<u>1 Cause</u> <u>2 Cause</u>
EVICITION (CERT MAIL OR BAILIFF) (UP TO 3 DEFENDANTS AND/OR ADDRESSES)	\$123.00 \$160.00
EVICITION (CERT MAIL) (MORE THAN 3 DEFENDANTS AND/OR ADDRESSES)	ADDITIONAL \$10.00 PER DEFENDANT
EVICITION (BAILIFF SERVICE INCLUDES ORDINARY MAIL) (MORE THAN 3 DEFENDANTS AND/OR ADDRESSES)	ADDITIONAL \$28.00 PER DEFENDANT

	<u>1 Cause</u> <u>2 Cause</u>
EVICITION (WITH PROCESS SERVER) (UP TO 3 DEFENDANTS AND/OR ADDRESSES)	\$126.00 \$163.00
EVICITION (PROCESS SERVICE WITH CERT MAIL) (MORE THAN 3 DEFENDANTS AND/OR ADDRESSES)	ADDITIONAL \$10.00 PER DEFENDANT
EVICITION (PROCESS SERVICE WITH BAILIFF SERVICE) (MORE THAN 3 DEFENDANTS AND/OR ADDRESSES)	ADDITIONAL \$33.00 PER DEFENDANT

CIVIL CASES	\$111.00
CIVIL CASES (CERTIFIED MAIL)	ADDITIONAL \$10.00 PER DEFENDANT
CIVIL CASES (BAILIFF SERVICE)	ADDITIONAL \$25.00 PER DEFENDANT
CIVIL CASES (with Process Server)	ADDITIONAL \$3.00 PER DEFENDANT

SMALL CLAIMS	\$66.00
SMALL CLAIMS (CERTIFIED MAIL)	ADDITIONAL \$10.00 PER DEFENDANT
SMALL CLAIMS (BAILIFF SERVICE)	ADDITIONAL \$25.00 PER DEFENDANT
CERTIFICATE OF JUDGMENT FILED	\$84.00 (Transfer from another county after judgment)
CHANGE OF VENUE (includes up to 3 Defendants and/or addresses)	\$97.00 (Transfer from another court prior to judgment)

TRANSFER FROM SMALL CLAIMS TO CIVIL DOCKET \$45.00

ADDITIONAL SERVICE FEES

REGISTERED MAIL	\$30.00
BAILIFF SERVICE (Franklin County ONLY)	\$25.00
PROCESS SERVER	\$ 3.00
CERTIFIED MAIL	\$10.00
ORDINARY MAIL	\$ 3.00
SHERIFF SERVICE (NOT available within Franklin County)	\$41.00 (includes \$35.00 deposit for Sheriff Fees)
PUBLICATION	\$10.00
SECRETARY OF STATE - Individuals	\$35.00 (Bailiff Service \$25.00 plus \$10.00 to Defendant)
SECRETARY OF STATE – Businesses	* above fees and additional \$5.00 check to business plus 5 copies of complaint

FEDEX	\$15.00 – Coming Soon – Effective Date To Be Determined
JURY DEMAND	\$510.00 (includes \$500 deposit to cover jury costs)
SUBPOENA	\$ 5.00
With Bailiff Service	\$30.00 plus witness fee
Witness fee – HALF DAY	\$ 6.00 plus \$0.50 PER MILE ROUND TRIP
Witness fee – FULL DAY	\$12.00 plus \$0.50 PER MILE ROUND TRIP
With <i>Out of County</i> Sheriff Service	\$46.00 separate check payable to witness for Witness Fee (includes \$35.00 deposit for sheriff fees)

NOTE: Subpoena filed for Bailiff Service and/or Sheriff Service requires original plus one copy, one for service and one for the file.
Subpoena filed for service on a Law Enforcement Officer requires original plus two copies.

BOOKS-N-RECORDS SUBPOENA	\$30.00
WRIT OF REPLEVIN	\$35.00 (includes in county service)
WRIT OF EXECUTION	\$35.00 (includes in county service)
*Deposit required for EACH motor vehicle	\$800.00

NOTE: Please refer to the Issuing Desk in the Civil Division at (614) 645-7220, for information on where to pay the Appraiser fees in Property Attachments/Replevins and fees for service by publication.

WRIT OF RESTITUTION (Red Tagging)	\$35.00 (includes in county service)
SET OUT (under supervision of a Bailiff)	\$45.00
SPECIAL PROCESS SERVER	\$ 3.00
CERTIFICATE OF JUDGEMENT PREPARATION	\$10.00
REVIVOR OF JUDGMENT	\$20.00 (service not included)
DOCKET TRANSCRIPT PREPARATION	\$20.00
EXEMPLIFIED COPY OF THE DOCKET	\$20.00
NOTICE OF APPEALS DOCUMENTS	\$50.00
NON-WAGE GARNISHMENT (includes in county service)	\$40.00 Plus a \$1.00 check or money order payable to garnishee.
WAGE GARNISHMENT	\$85.00 (includes in county service)

JUDGMENT DEBTOR EXAM	
With Ordinary Mail Service	\$ 8.00
With Certified Mail Service	\$15.00
With Bailiff Service	\$30.00 (includes in county service)
With Sheriff Service	\$46.00
With Process Server	\$ 8.00
CAPIAS ORDER	\$30.00 (includes in county service)
CAPIAS WARRANT	\$10.00
ANNUAL PROCESS SERVER FEE	\$25.00
MARRIAGE FEE	\$25.00
RETURNED CHECK FEE	\$25.00
APPLICATION FOR TRUSTEESHIP	\$30.00 (plus \$6.00 for each creditor listed.)
POST JUDGMENT MOTION	\$20.00 (NOT OTHERWISE SPECIFIED IN LOCAL COURT RULE 13.9)
OBJECTION TO MAGISTRATE'S DECISION	\$20.00
AMENDED COMPLAINT	\$20.00 plus SERVICE FEE(S)
THIRD PARTY COMPLAINT	\$20.00 plus SERVICE FEE(S)
CROSS CLAIM/COUNTERCLAIM	\$20.00 plus SERVICE FEE(S) IF REQUESTED
ORDER TO SHOW CAUSE	\$50.00 (includes in county service)
ASSIGNMENT OF JUDGMENTS	\$20.00

FOR INFORMATION REGARDING THE FEE SCHEDULE, PLEASE CONTACT THE ACCOUNTING FINANCE DIVISION AT (614) 645-7223. ANY OTHER INQUIRIES, PLEASE CONTACT THE CIVIL DIVISION GENERAL INFORMATION (614) 645-7220.