

**OFFICE OF THE PROTHONOTARY  
CHESTER COUNTY, PA  
FEE SCHEDULE**

|   |        |
|---|--------|
| <b>Appeals</b>  |        |
| From License or Registration Suspension .....                 | 183.75 |
| From Arbitration Award .....                                  | 262.00 |
| From District Justice Judgment .....                          | 183.75 |
| To Supreme, Superior or                                       |        |
| Commonwealth Courts .....                                     | 90.25  |
| (Plus Prothonotary Fee) .....                                 | 71.00  |
| Statement of Objection .....                                  | 183.75 |
| From Zoning Hearing Board .....                               | 183.75 |
| Arbitrators, petition to appoint .....                        | 183.75 |
| From Assessment .....   | 183.75 |
| <b>Certification</b>  |        |
| Of Motor Vehicle Judgment .....                               | 6.25   |
| <b>Commencement of Action/Complaint</b> .....                 |        |
|   | 183.75 |
| <b>Copies</b>   |        |
| 1 <sup>st</sup> Page .....                                    | .25    |
| Each additional page .....                                    | .25    |
| Certified copies (includes first 4 pages) .....               | 7.00   |
| Amount per page after 4 .....                                 | .65    |
| <b>Discontinuance</b> – actions initiated before 1997 .....   |        |
|   | 10.50  |
| <b>Eminent Domain/Jury of View</b>                            |        |
| Board of View, Petition for .....                             | 35.00  |
| Board of View, Report of .....                                | 13.50  |
| Declaration of Taking .....                                   | 183.75 |
| Eminent Domain .....  | 183.75 |
| Jury of View .....  | 183.75 |
| <b>Exemplification(s) of Judgments or Court Order/Decree</b>  |        |
| Within Pennsylvania .....                                     | 8.25   |
| Out of State .....  | 23.00  |
| Letter of <i>No Divorce Appeal</i> .....                      | 23.00  |
| <b>Foreign Fees – transfer or register from another Court</b> |        |
| Complaint .....   | 183.75 |
| Decree/Order .....  | 39.50  |
| Execution .....   | 52.00  |
| Judgment .....  | 38.50  |
| Petition for Issuance of Foreign Subpoena .....               | 44.50  |
| <b>Judgments and Liens</b>                                    |        |
| Arrearages .....  | 38.50  |
| Assignment .....  | 10.50  |
| Bail Bond .....   | 38.50  |
| Certification from U.S. District Court .....                  | 38.50  |
| Confession .....  | 38.50  |
| Default .....   | 21.00  |
| District Justice .....  | 38.50  |
| Liens-Municipal & Commonwealth .....                          | 25.00  |
| Lis Pendens .....   | 4.00   |
| Mark to use of .....  | 10.50  |
| Mechanic’s Lien .....   | 37.50  |
| Non Pros .....  | 21.00  |
| Open/Strike (for civil action case types) .....               | 124.00 |
| Open/Strike with JCP (for judgment case types)..              | 164.75 |
| Praeipce to Dissolve .....                                    | 10.50  |
| Reduce Orders/Awards/Verdicts .....                           | 21.00  |
| Reimbursement Agreements .....                                | 21.00  |
| Release .....   | 10.50  |
| Subordination .....   | 10.50  |
| Suggestion of Non-Payment .....                               | 28.00  |
| Waiver of Liens .....   | 39.50  |
| Vacate .....  | 10.50  |

|                                     |        |
|-------------------------------------|--------|
| <b>Name Change</b>                  |        |
| Petition for .....                  | 194.75 |
| Re-take maiden name                 |        |
| If divorced in Chester County ..... | NO FEE |
| Foreign Decree .....                | 39.50  |

|                      |      |
|----------------------|------|
| <b>Notary Public</b> |      |
| Registration .....   | 4.00 |
| Certification .....  | 4.00 |

|  |        |
|--|--------|
| <b>Petitions (unless otherwise noted)</b> .....    | 183.75 |
| <b>Poundage</b> 3% of first \$1,000; 1% of balance |        |

|                       |       |
|-----------------------|-------|
| <b>Releases</b> ..... | 10.50 |
|-----------------------|-------|

|                                 |       |
|---------------------------------|-------|
| <b>Revivals</b>                 |       |
| Adverse (by Writ) .....         | 35.50 |
| Amicable (by Agreement) .....   | 21.00 |
| Suggestion of Non-Payment ..... | 28.00 |

|   |       |
|---|-------|
| <b>Satisfaction</b> – Only actions initiated before 1997 ..   | 10.50 |
| <b>Settle, Discontinue &amp; End</b> – actions before 1997 .. | 10.50 |
| <b>Sheriff’s Deed</b> .....                                   | 10.50 |
| <b>Subordination</b> .....                                    | 10.50 |
| <b>Subpoena (each)</b> .....                                  | 4.00  |

|  |       |
|--|-------|
| <b>Venue Changes, Removes, Transfers:</b> .....  | 21.00 |
| (includes copying costs, certifying and postage) |       |

|  |        |
|--|--------|
| <b>Writs</b>                                 |        |
| Of Summons .....                             | 183.75 |
| Of Certiorari .....                          | 183.75 |
| Of Execution, Attachment or Possession ..... | 35.50  |

**Effective January 1, 2019**

**FAMILY COURT FEE SCHEDULE**

**DIVORCE**

No Fault Complaint (see footnote 1) ..... 214.25  
 Ancillary Relief (see footnote 2)  
 Each of first two additional counts ..... 79.25  
 Each count beyond two (except counsel fees) ..... 40.25  
 If any additional count for Custody, add another \$44.00  
 for mediation, settle/discontinue/end and Act 119 fees.

**CUSTODY** (if not included as a count in Divorce)

Complaint in Custody ..... 212.25  
 Petition to Modify/Contempt ..... 128.00

**APPOINTMENT OF MASTER**

Regular Master ..... 141.50  
 APL Master ..... 111.50  
 Counsel Fees Master ..... 111.50  
 Special Master ..... 511.50

**PROTECTION FROM ABUSE**

Petition ..... 183.75

Effective 1/98 all new Divorce and Custody cases are required to go to mediation. A \$20.00 mediation fee will be charged for each new Divorce or Custody case. A Divorce complaint with a Custody count will be charged two mediation fees, one for each new case number assigned. The mediation program replaces the former parenting classes and the fees shown above reflect all changes.

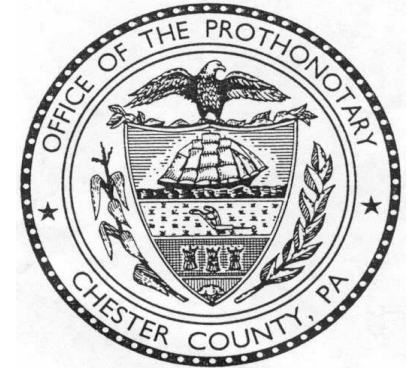
Family Court Footnotes

- 1) Basic no-fault complaint includes all 3301 counts (a) fault, (b) institutional, (c) mutual consent & (d) 2 year separation.
- 2) Additional counts (can be included in counterclaim) may include Alimony, Equitable Distribution, Costs & Expenses.
- 3) When including a count for Custody, submit two cover sheets, one for Divorce and one for Custody.

**TIPS FOR FILING IN CHESTER COUNTY CIVIL COURT**

- Praecipe for Entry of Appearance with Attorney ID # is required with every initial filing or pleading.
- Make Checks payable to:  
**PROTHONOTARY OF CHESTER COUNTY**
- Prothonotary Automation Fee as indicated in Pa. C.S.A. Sec. 21071.2 is included in all new filing fees.
- **A Supreme Court Cover Sheet (excludes judgments and family) and a Chester County Cover Sheet (excludes judgments) is required for new filings without a case number.**
- Filings are to be filed with no more than one staple or one black binder clip.
- Chesco PIN gives you docket entries at your fingertips. For information on how you can use your computer to access Chester County Courthouse Records call (610) 344-6884 or go online at: [www.chesco.org](http://www.chesco.org)
- **The Prothonotary's Office also accepts U.S. Passport applications daily from 8:30-4:00. Info: 610-344-6050**
- **Enclose a stamped, self-addressed envelope with all filings large enough to return copies and/or receipt.**
- **The Prothonotary's Office now offers electronic filing for Civil/Non Family filings. Please visit our website for more information.**

**PROTHONOTARY OF CHESTER COUNTY**



**FEE SCHEDULE**

**Effective January 1, 2019**

Chester County Justice Center  
 Office of the Prothonotary  
 201 West Market Street, Suite 1425  
 P.O. Box 2746  
 West Chester, PA 19380-0991  
 (610) 344-6300  
[www.chesco.org/Prothonotary](http://www.chesco.org/Prothonotary)  
**Matt Holliday, Prothonotary**

**OFFICE HOURS:**

**Prothonotary: 8:30 a.m. to 4:30 p.m.**  
**Passports: 8:30 a.m. to 4:00 p.m.**  
**Monday through Friday**