



THE COUNTY OF CHESTER



OFFICE OF THE SHERIFF

201 West Market Street, Suite 1201
P.O. Box 2748 West Chester PA 19382-0991

CAROLYN B. WELSH
Sheriff

JASON W. SUYDAM
Chief Deputy

CIVIL PROCESSING FEE SCHEDULE

Effective September 2018

All fees must be paid at the time service paperwork is submitted. The Sheriff's Office **accepts** payment by cash, certified check, money order, or law firm check and **does not accept** personal or business checks or debit or credit cards. All checks should be payable to "Chester County Sheriff".

These fees are held in escrow until service is complete and/or the time for service has expired. The actual costs of service (mileage, county fees, surcharges, etc.) are then charged against the escrow account. If funds remain, a refund will be issued to the person or entity issuing the initial payment. If additional funds are due, the person or entity requesting service will be billed.

Standard Service In-County

Is the civil action filed in Chester County with service to at least one defendant located in Chester County?

Is the civil action filed in Chester County with service to defendant(s) located out of state via certified mail?

Is the civil action filed in Philadelphia County with service to defendant(s) located in Chester County and bypassing the Philadelphia Sheriff's Office?

Is the civil action filed outside of Pennsylvania with service to defendant(s) located in Chester County?

Number of Defendants	Fee
Up to 4 defendants or 4 addresses	\$200.00
More than 4 defendants or 4 addresses	Call for estimated costs, (610) 344-6861 or 6853

Deputized Service TO Another County

Is the civil action filed in Chester County with service to defendant(s) located in any other Pennsylvania County?

Filing Type	Fee
Complaints, Summons, Petitions, Motions, Orders, and all other miscellaneous filings	\$150.00 Plus applicable foreign County fees
Writs of Scire Facias, Revival, Joinder, etc.	\$200.00

Deputized Service FROM Another County

Is the civil action filed in any other Pennsylvania County with service to defendant(s) located in Chester County?

Number of Defendants	Fee
Up to 4 defendants or 4 addresses	\$200.00
More than 4 defendants or 4 addresses	Call for estimated costs, (610) 344-6861 or 6853

Service and Processing for Writs

Filing Type	Fee
Personal Property Levy	\$500.00
Garnishment	\$200.00
Levy & Garnishment	\$600.00
Possession	\$250.00
Impound/Seizure of Vehicle	\$1,000.00 (per vehicle)