

**ANDREA E. NAUGLE, LEHIGH COUNTY CLERK OF JUDICIAL RECORDS**  
**CIVIL DIVISION FEE SCHEDULE**  
**EFFECTIVE DECEMBER 1, 2017 (Amended per Acts 40 and 44 of 2017)**

(42 Pa.C.S. § 21071)  
Act 98-164 Effective 1/21/99

Note: CTF=Children's Trust Fund Fee Mandated by State Legislation  
JCP=Judicial Computer Project Fee Mandated by State Legislation  
Revisions: Act 126 of 2014- eff. 7/10/14, Act 113 of 2014 – eff. 8/8/2014  
PAF=Prothonotary Automation Fee Authorized by Act 98-164  
LCE=Lehigh County E-filing created by Leh R.C.P. 205.3 effective 1/1/04

<b>Document Type</b>	<b>Fee</b>	<b>Document Type</b>	<b>Fee</b>
<b>Acknowledgment of Deeds</b>	\$ 10.40	<b>Motion for Appointment of Master</b> (Div., Alimony, Equitable Distribution & Annulment)	\$500.00
<b>APPEALS</b>		<b>Motion for Appointment of Master</b> (Interim Relief: Counsel Fees & Costs)	\$ 28.00
Appellate Court	\$ 82.25	<b>Motion for Appointment of Master</b> (Modification of Post-Divorce Alimony)	\$ 28.00
Plus check made payable to "Prothonotary of Superior/Commonwealth Court" for \$90.25			
Magisterial District Judge	\$175.00	<b>Any action or proceeding to open/strike a judgment</b>	\$154.00
Arbitration	\$600.00	<b>Proceedings on any lien other than revival-(Mechanic's Lien Complaint)</b>	\$113.75
*plus any add't compensation compensation authorized, but not to exceed 50% of the amount in controversy .		<b>*Actions started by a political subdivision (Includes tax and surcharges)</b>	\$ 71.15
<b>Assignments/Substitution of Party</b>	\$ 10.40		
<b>Building Agreements / Stip</b>	\$ 21.00		
<b>CERTIFICATION</b>		<b>COPIES</b>	
Certification	\$ 6.00	Photo copy per page	\$ .25
Divorce Decree, Name Change		Docket printout by mail	\$ 3.50
Certification of Entire Record	\$ 21.00	Photo copying by clerk	
<b>COMMENCEMENT OF ACTION</b>		1 <sup>st</sup> page by mail	\$ 1.00
Action at Law or Equity (plus .50 extra per each pltf. or deft over 5 for indexing.)	\$175.00	Each add'l page	\$ .50
Miscellaneous Civil Filing	\$ 80.65	Microfilm Copies	\$ 1.00
Custody Actions	\$203.00	Transcript Copies (paper format per page)	\$ .75
Modification of Custody	\$ 28.00	Transcript Copies (electronic copy per page)	\$ .50
Contempt of Custody	\$ 28.00	<b>JUDGMENTS</b>	
Miscellaneous Custody Petitions	\$ 28.00	Confession (notes, bonds, etc.)	\$ 80.50
Petition for Relocation	\$ 28.00	Magisterial District Judge Transcript	\$ 80.50
Petition to Intervene	\$ 28.00	Certification of Judgment	\$ 80.50
Petition for Special/Emerg. Relief	\$ 28.00	Domestic Relations	\$ 80.50
Divorce – (No Fault)		Exemplification/Foreign Judgment (Incoming Exemplified Records)	\$ 80.50
Plus add'l counts	\$260.50	Exemplification of Judgment (Outgoing Exemplified Records)	\$ 21.00
Alimony	\$ 73.00	Liens	\$ 80.50
Alimony pendente lite, counsel fees & costs	\$ 73.00	Default, Non-Pros, Lis Pendens	\$ 19.25
Custody & Visitation	\$ 81.00	Verdict, Award, Court Order, Agreement & Final Decree	\$ 19.25
Equitable Distribution/Property Rights	\$ 73.00	Release of Judgment	\$ 10.40
Support	\$ 73.00	Reassess of Judgment	\$ 10.40
Other, each	\$ 73.00	Subordination of Judgment	\$ 10.40
Petition for Special/Emerg. Relief	\$ 28.00	Withdraw of Judgment	\$ 10.40
Miscellaneous Divorce Petitions	\$ 28.00		
Vital Statistics	\$ .50	236 Notice E-Filed (Per Mailing Address of Each Debtor )	\$ 5.25
Praecipe to Transmit Record	\$ 32.75		

<b>Document Type</b>	<b>Fee</b>
<b>LETTER OF ATTORNEY</b>	
Recording – each name	\$ 10.40
Revoking – each name	\$ 10.40
<b>NOTARY PUBLIC</b>	
Notarizing Fee	\$ 6.00
Notary Certificate	\$ 4.00
Notary Signature Registration	\$ 4.00
<b>*POLITICAL SUBDDIVISION</b>	
Action at Law or Equity	\$ 71.15
Appeal from District Justice	\$ 70.75
District Justice Transcript	\$ 70.75
Execution	\$ 10.00
Judgment	\$ 10.00
Liens <b>with</b> Satisfaction Fee	\$ 71.15
1. Federal Liens (effective 2006)	
2. Mechanic Liens	
3. Municipal Liens	
4. State Liens (effective 2004)	
5. Unemployment Liens (effective 2006)	
Satisfaction <b>not pre-paid</b>	\$ 10.40
Correction Notices	\$ 10.00
1.Federal Liens	
Re-file Notice	\$ 10.00
Suggestion of Non-payment	\$ 10.00
Federal, State, Unemployment	
<b>POUNDAGE</b>	
(The handling fee of monies paid into court)	
4.5% on the first \$1,000 and	
1.5% on each add'l \$1,000 or	
fraction thereof	
<b>PROTECTION FROM ABUSE</b>	
PFA filing	\$201.05
PA State Police Registry	\$100.00
PFA Contempt or Bench Warrant	\$ 21.00
<b>Removal or Transfer</b>	\$ 25.50
<b>REPORTS</b>	
Detailed Case Type Reports	\$ 25.50
<b>REVIVALS</b>	
Amicable/Agreement	\$ 19.25
Adverse/Writ	\$ 32.75
Averments, suggestion of non-	\$ 19.25
payment, (Continuing any lien not reduced	
to a judgment)	
<b>Satisfactions</b> - not prepaid	\$ 10.40
<b>School Audits</b>	\$ 10.40

<b>Document Type</b>	<b>Fee</b>
<b>SUBPOENA</b>	
Subpoena - To Attend and Testify	\$ 4.00
Subpoena - To Produce Documents	\$ 4.00
<b>Surety Financial Statement</b>	\$ 19.40
<b>WRITS</b>	
Bench Warrant	\$ 21.00
Execution	\$ 32.75
Attachment Execution	\$ 33.25
Writs (Seizure, Possession, and Habeas)	\$ 32.75

**No personal checks will be accepted**

Business checks should be made payable to:

**CLERK OF JUDICIAL RECORDS -CIVIL DIVISION**

All checks returned for insufficient funds will be assessed a **\$20.00** service charge.

Pursuant to 42 P.S. § 21073(b), the Clerk of Judicial Records - Civil Division shall not be required to enter on the docket any suit, action or order of court or enter any judgment thereon or perform any service whatsoever for any person, political subdivision or the Commonwealth until the requisite fee is paid.

\*The maximum fee to be charged a political subdivision for any one of the services provided for herein shall be \$10.00. Total fee may include satisfaction / discontinuance, automation fees, JCS fee and Tax

\*Actions started by a political subdivision includes tax and surcharges

Note: A Credit Card Fee will be charged by the credit card company for the use of a credit/debit cards.

