



Lancaster County Prothonotary Fee Bill



Effective January 3, 2023

Andrew E. Spade
Prothonotary

Lori C. Groff
Chief Deputy Prothonotary

50 N. Duke St.
P.O. Box 83480 Lancaster, PA
17608-3480

Telephone: (717) 299-8282
Fax: (717) 293-7210

website: www.co.lancaster.pa.us/prothonotary



ITEM	Explanation	Fee
GENERAL CIVIL ACTIONS & APPEALS		
AMEND OR REISSUE WRIT		\$9.00
APPOINTMENT OF ARBITRATORS	Praecipe for Reference	\$36.00
APPEAL - ASSESSMENT	Includes \$114.50 Initial Filing Fee, \$.50 Tax, \$40.25 JCS/ATJ, \$13.50 Satisfaction. \$23.50 Court Order	\$191.75
APPEAL - TO HIGHER COURT	To Superior or Commonwealth Courts	\$90.25
	<i>Note: Mailing costs will be charged for cases to be sent to appellate courts.</i>	
	Lancaster Prothonotary fee for appeals to Superior or Commonwealth Court	\$77.50
APPEAL - LICENSE OR REGISTRATION SUSPENSION	Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$40.25 JCS/ATJ, \$23.50 Court Order	\$178.25
APPEAL - MAGISTERIAL DISTRICT JUDGE	Includes \$114.00 Initial Filing Fee, \$.25 Tax, \$40.25 JCS/ATJ, \$13.50 Satisfaction.	\$168.00
APPEAL - ZONING	Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$40.25 JCS/ATJ, \$23.50 Court Order	\$178.25
COLLECTION FEE	For disbursing payments in Landlord Tenant Actions - per transaction.	\$7.50
COMMENCEMENT OF ACTIONS - <i>Up to 6 plaintiffs & defendants (combined total) is included in initial filing fee, \$5.50 for each additional party will be charged.</i>	At Law or Equity - fees include \$114.00 Initial Filing Fee, \$.50 Tax, \$40.25 JCS/ATJ, \$13.50 Final Costs, \$5.00 PAF	\$173.25
EMINENT DOMAIN	Eminent Domain - Declaration of Taking Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$ 5.00 PAF, \$40.25 JCS/ATJ, \$13.50 Satisfaction, \$23.50 Court Order	\$196.75
LIS PENDENS		\$23.25
MECHANICS LIEN CLAIM	Fees include \$114.00 Initial Filing Fee, \$.50 Tax, \$40.25 JCS/ATF, \$13.50 Final Costs, \$5.00 PAF	\$173.25
MINOR'S COMPROMISE	Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$5.00 PAF, \$40.25 JCS/ATF, \$13.50 Satisfaction, \$23.50 Court Order	\$196.75
NAME CHANGE PETITION	Change of Name Petitions - Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$ 5.00 PAF, \$40.25 JCS/ATJ, \$23.50 Court Order	\$183.25
	Name Change Search Certifications	\$24.50
ORDERS OF COURT		\$23.50
OBJECTIONS TO NOMINATION PETITIONS OR PAPERS	Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$5.00 PAF, \$40.25 JCS/ATJ, \$13.50 Satisfaction, \$23.50 Court Order	\$196.75
PETITION FOR RETURN OF PROPERTY	Petition for Return of Property / Vehicle Title- Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$ 5.00 PAF, \$40.25 JCS/ATJ, \$13.50 Satisfaction, \$23.50 Court Order	\$196.75

POLITICAL SUBDIVISION OF THE COMMONWEALTH	Political Subdivision - The maximum Filing Fee to be charged to a Political Subdivision for any one of the services provided for herein shall be \$49.50. (\$31.00 filing fee, \$13.50 Satisfaction, and \$5.00 PAF fee)	\$ 49.50
REINSTATEMENT/REISSUE	Reinstate Complaint or Reissue Writ	\$ 9.00
STATEMENT OF INTENTION TO PROCEED	Fee includes \$30.00 filing fee, \$5.00 PAF	\$ 35.00
STATEMENT OF OBJECTION	Includes \$114.00 Initial Filing Fee, \$.25 Tax, \$40.25 JCS/ATJ, \$13.50 Satisfaction.	\$ 168.00
TRANSFER CASE - IN	Civil Action transferred to Lancaster County - \$5.00 PAF & \$13.50 Satisfaction	\$ 18.50
TRANSFER CASE -OUT	Case to be Transferred to Another Court	\$ 29.00

FAMILY ACTIONS - CUSTODY, DIVORCE & PFA

CUSTODY	Custody with a Conference - Include: \$114.00 Writ, \$.50 Tax, \$40.25 JCS/ATJ, \$9.50 AOPC, \$70.00 CCO, \$5.00 PAF & \$23.50 Order	\$ 262.75
	Custody with Complaint Only - Fees include: \$114.00 Writ, \$.50 Tax, \$40.25 JCS/ATJ, \$9.50 AOPC, \$5.00 PAF	\$ 169.25
	Custody with stipulation- Include: \$114.00 Writ, \$.50 Tax, \$40.25 JCS/ATJ, \$9.50 AOPC, \$5.00 PAF & \$23.50 Order	\$ 192.75
	Custody Modification with Stipulation	\$ 23.50
	Modification/Contempt with Conference- Includes \$70.00 CCO, \$23.50 Order	\$ 93.50
	Out of County - Out of State Registration of Custody Order	\$ 23.50
DIVORCE	Divorce – 3301 (c or d) (No Fault) Fees include: \$114.00 Writ, \$.50 Tax, \$40.25 JCS/ATJ, \$10.00 CTF, \$5.00 PAF, & \$56.50 Final Costs	\$ 226.25
	Each Additional Count for a claim - Includes \$29.00 Misc, \$40.25 JCS/ATF	\$ 69.25
	If Count is for Custody, add AOPC fee (AOPC fee is \$9.50)	\$ 9.50
	Master's fees (For each HALF day) SPECIAL NOTE: MASTER'S FEES ARE NON-REFUNDABLE. Master's fees must be paid when Agreement shall be incorporated or Indignities are listed as a ground or Alimony is a claim.	\$ 475.00
	Divorce Final Costs - Filed after 6-11-1990 and before 3-27-1997	\$ 56.50
	Opening a divorce-Fee includes \$114.00 Writ, \$5.00 PAF, & \$50.00 Final Costs	\$ 175.50
	Divorce Case Transferred to Lancaster County - \$5.00 PAF & \$56.50 Final Costs	\$ 61.50
CERTIFICATIONS	Divorce Certificates	\$ 19.50
	Divorce Decree (Sealed)	\$ 7.50
	Divorce Certification Letter to PA Dept. of State	\$ 7.00
	Divorce Information for Register of Wills	\$ 1.50

ELECTION TO RESUME PRIOR NAME	Divorce granted in Lancaster County, Pa.	\$ 23.50
	Out of State or Out of County	\$ 47.50
PROTECTION FROM ABUSE	Abuse Petitions (PFA) \$114.00 Initial Filing Fee, \$.50 tax, \$5.00 PAF, \$40.25 JCS/ATF & \$23.50 Order (Payment of Costs to be determined by Court) (PFA Fines \$100.00 or more as determined by Court)	\$ 183.25
	Hearing Surcharge – when applicable	\$ 100.00
	Probation Administrative Fees (Per Month)	\$ 15.00
	Supervision Fees (Per Month)	\$ 25.00
	PFA Expungement Petition Filing Fee	\$ 39.00
	BAIL	Bond or Bail Piece or Bench Warrant Capias
ORDERS OF COURT		\$ 23.50

JUDGMENTS & LIENS

DISCONTINUANCE CERTIFICATE	Discontinuance Certificate (fee for each one)	\$ 6.50
EXECUTION	Praecipe for Writ	\$ 38.00
	For attachment – add Tax - \$.50	\$ 38.50
EXEMPLIFICATION OF RECORDS	Exemplification of Records	\$ 23.50
JUDGMENTS	Filing of any Final Judgment, Decree or Criminal Judgment - Fee Includes \$22.50 Judgment, \$.50 tax, \$5.00 PAF and \$13.50 satisfaction on Confessed Judgment, Notes, Bonds, Or Exemplified Records	\$ 41.50
	For Judgments on District Justice - Fee Includes \$22.50 Judgment, \$.25 tax, \$5.00 PAF and \$13.50 satisfaction	\$ 41.25
	Default Judgments or Reduction of a Court Decision to Judgment	\$ 22.50
	Note: Opening/Striking/Vacating a Judgment will be counted as a “First Filing” – Thereby requiring the JCP fee to be collected – See Act 59 – (Fees are \$114.00 Initial Filing Fee & \$40.25 JCS/ATF)	\$ 154.25
LIENS	Municipal, Federal, Commonwealth or Certified Copy – Fee includes \$22.5 judgment, 5.00 PAF, 13.50 Satisfaction.	\$ 41.00
	Suggestion of Non-Payment	\$ 21.50

MISCELLANEOUS FILING & SERVICES

ACKNOWLEDGMENTS	Of Sheriff, Treasurer or Tax Claim Bureau Deeds or Assignments	\$ 11.50
APPOINTMENT OF POLICE OFFICER	Appointment of Police Officer - \$114.00 Initial filing fee & \$23.50 Court Order	\$ 137.50
AUDITOR'S REPORTS	(SCHOOL ONLY)	\$ 22.50
BUILDING AGREEMENTS	Waiver of Liens or Stipulations	\$ 33.00
CERTIFICATIONS	First Page	\$ 7.00
	Additional Pages, Each	\$ 2.50
COURT VERDICT	Court Verdict	\$ 8.00

FILING OF ANY ACTION NOT PROVIDED FOR ON THIS FEE SCHEDULE		\$ 24.00
JUROR-RULE TO SHOW CAUSE		\$ 23.50
JURY TRIAL ROOM COST	Jury Trial Court Room Costs – Per Day	\$ 15.50
LETTERS OF ATTORNEY	Filing	\$ 9.50
	Revocation	\$ 4.50
	Charge for each additional name for Recording or Revocation	\$ 1.50
NATURALIZATION FORM		\$ 675.00
NOTARY PUBLIC		\$ 4.00
NOTARY SIGNATURE CERTIFICATION	Notary Public or MDJ	\$ 4.50
PASSPORTS	Adults - Fee includes \$110.00 U.S. Dept. of State fee and \$35.00 execution fee.	\$ 145.00
	Minors (under 16 years of age) - fee includes \$80.00 U.S. Dept of State fee and \$35.00 execution fee)	\$ 115.00
	Expedite Fee is \$60.00	\$ 60.00
	Passport Photos	\$ 10.50
PETITION TO CULMINATE	\$23.25 Filing Fee, \$23.50 Order Fee	\$ 46.75

PETITION TO OPEN PRIVATE ROAD	Petition to Open Private Road - Includes \$114.00 Initial Filing Fee, \$.50 Tax, \$ 5.00 PAF, \$40.25 JCS/ATJ, 23.50 Court Order	\$ 183.25
REVIVALS	Adverse – Writ of Revival – Fee includes \$30.00 filing fee, \$5.00 PAF	\$ 35.00
	Amicable	\$ 22.50
	Writ of Scire Facias -Fee includes \$30.00 filing fee, \$5.00 PAF	\$ 35.00
ROAD DOCKET	Road Docket – Includes \$24.00 Road, \$5.00 PAF	\$ 29.00
SATISFACTIONS	Includes: Lis pendens, Releases of Real Estate, Postponements, Assignments, Subordinations of any Encumbrance or Liens by Power of Attorney or Otherwise, Settlement, Discontinuance, Ending or Termination of any Civil Action – At Law or Equity of any action filed prior to April, 1997	\$ 13.50
	Certification-Motor Vehicle Judgment	\$ 4.50
STATEMENT OF INTENTION TO PROCEED	Fee includes \$30.00 filing fee, \$5.00 PAF	\$ 35.00
SUBPOENA	Signed and sealed	\$ 4.50
SURETY BONDS	Financial Statement	\$ 24.00

DEFINITIONS:

1. Filing shall mean and include docketing, entering, indexing and filing.	
2. A counterclaim is not to be considered as commencing a new action.	

3. Garnishment proceedings shall not be considered as part of the execution.	
4. Proceedings on any lien other than revival shall be interpreted as commencement of new action.	
5. Certification of any papers or giving of any memorandum of filing may be included in the services herein enumerated and rendered.	
6. Any action of proceeding to strike off, or open, any judgment shall be considered as commencement of action.	
The prothonotary shall not be required to enter on docket any suit or action or order of court or enter any judgment thereon or perform any services whatsoever for any person, political subdivision or the Commonwealth until the requisite fee is paid. - 42 P.S. § 21073 (b)	
Business checks, certified checks, money orders in the <i>EXACT</i> amount of the filing are to be made payable to: "PROTHONOTARY OF LANCASTER COUNTY" Change will only be given for cash. A Fee of \$20.00 will be charged for all Returned Checks.	
Copy Costs – \$.25 per page	