

**ANDREA E. NAUGLE, LEHIGH COUNTY CLERK OF JUDICIAL RECORDS**  
**CIVIL DIVISION FEE SCHEDULE**  
**EFFECTIVE JANUARY 1, 2020**

(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>Acknowledgment of Deeds</b>	\$ 10.60
<b>APPEALS</b>	
Appellate Court	\$ 83.90
Plus check made payable to "Prothonotary of Superior/Commonwealth Court" for \$90.25	
Magisterial District Judge	\$177.25
Arbitration	\$600.00
*plus any addtl. compensation authorized but not to exceed 50% of the amount in controversy .	
<b>Assignments/Substitution of Party</b>	\$ 10.60
<b>Building Agreements / Stip</b>	\$ 21.40
<b>CERTIFICATION</b>	
Certification	\$ 6.00
Divorce Decree, Name Change	
Certification of Entire Record	\$ 21.40
<b>COMMENCEMENT OF ACTION</b>	
Action at Law (plus .50 extra per each pltf. or deft over 5 for indexing.)	\$177.50
*plus addtl. Recorder of Deeds fee for Name Change Petition	
Miscellaneous Civil Filing	\$ 81.25
Custody Actions	\$206.00
Divorce – (No Fault)	\$263.00
<i>Plus add'l counts</i>	
Alimony	\$ 73.50
Alimony pendent lite, counsel fees & costs	\$ 73.50
Custody & Visitation	\$ 82.00
Equitable Distribution	\$ 73.50
Support	\$ 73.50
Other, each	\$ 73.50
Praecepto to Transmit Record	\$ 33.40
Motion for Appointment of Master (Div. Alimony, Equitable Distribution & Annulment)	\$500.00
Motion for Appointment of Master (Interim Relief, Counsel Fees & Costs)	\$ 28.50
Motion for Appointment of Master (Modification of Post-Divorce Alimony)	\$ 28.50
Notice to Retake Maiden Name	\$ 18.50
Praecepto to Reinstate or Reissue	\$ 22.50

<b>Document Type</b>	<b>Fee</b>
<b>MOTION/PETITION</b>	
<b>(Any Motion or Petition filed with the Clerk)</b>	
Civil Court Motion/Petition	\$28.50
Family Court Motion/Petition	\$28.50
Any action or proceeding to open/strike a judgment	\$156.25
Proceedings on any lien other than revival-(Mechanic's Lien Complaint)	\$116.00
<b>COPIES</b>	
Photo copy per page	\$ .25
Docket printout by mail	\$ 3.50
Photo copying by clerk	
1 <sup>st</sup> page by mail	\$ 1.00
Each add'l page	\$ .50
Microfilm Copies	\$ 1.00
Transcript Copies (paper format per page)	\$ .75
Transcript Copies (electronic copy per page)	\$ .50
<b>JUDGMENTS</b>	
Confession (notes, bonds, etc.)	\$ 81.00
Magisterial District Judge Transcript	\$ 81.00
Certification of Judgment	\$ 81.00
Domestic Relations	\$ 81.00
Exemplification/Foreign Judgment (Incoming Exemplified Records)	\$ 81.00
Exemplification of Judgment (Outgoing Exemplified Records)	\$ 21.40
Liens	\$ 81.00
Default, Non-Pros, Lis Pendens	\$ 19.50
Verdict, Award, Court Order, Agreement & Final Decree	\$ 19.50
Release of Judgment	\$ 10.60
Reassess of Judgment	\$ 10.60
Subordination of Judgment	\$ 10.60
Withdraw of Judgment	\$ 10.60
236 Notice E-Filed (Per Mailing Address of Each Debtor)	\$ 5.25

<b>Document Type</b>	<b>Fee</b>
<b>LETTER OF ATTORNEY</b>	
Recording – each name	\$ 10.60
Revoking – each name	\$ 10.60
<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 Federal, State, Unemployment	\$ 10.00
<b>PROTECTION FROM ABUSE</b>	
PFA filing	\$203.50
PA State Police Registry	\$100.00
PFA Contempt or Bench Warrant	\$ 21.40
Petition for Weapons Return	\$ 28.50
Petition/Motion for Reconsideration (Filed by DFT)	\$ 28.50
<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- payment, (Continuing any lien not reduced to a judgment)	\$ 19.25

<b>Document Type</b>	<b>Fee</b>
<b>Satisfactions</b> - not prepaid	\$10.60
<b>School Audits</b>	\$10.60
<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.

A \$1.00 per page conversion fee will be charged by the Clerk of Judicial Records for all documents not submitted electronically

**POUNDAGE** (The handling of monies paid into court)  
4.5 % on the first \$1,000 and  
1.5 % on each additional \$1,000 or fraction thereof

