

**ANDREA E. NAUGLE, LEHIGH COUNTY CLERK OF JUDICIAL RECORDS**  
**CIVIL DIVISION FEE SCHEDULE**  
**EFFECTIVE JANUARY 1, 2019**

(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>	\$ 10.60	<b>MOTION/PETITION</b>	
<b>APPEALS</b>		(Any Motion or Petition filed with the Clerk)	
Appellate Court	\$ 83.90	Civil Court Motion/Petition	\$28.50
Plus check made payable to "Prothonotary of Superior/Commonwealth Court" for \$90.25		Family Court Motion/Petition	\$28.50
Magisterial District Judge	\$177.25		
Arbitration	\$600.00	Any action or proceeding to open/strike a judgment	\$156.25
*plus any add't compensation authorized, but not to exceed 50% of the amount in controversy.		Proceedings on any lien other than revival-(Mechanic's Lien Complaint)	\$116.00
<b>Assignments/Substitution of Party</b>	\$ 10.60	<b>COPIES</b>	
<b>Building Agreements / Stip</b>	\$ 21.40	Photo copy per page	\$ .25
<b>CERTIFICATION</b>		Docket printout by mail	\$ 3.50
Certification	\$ 6.00	Photo copying by clerk	
Divorce Decree, Name Change		1 <sup>st</sup> page by mail	\$ 1.00
Certification of Entire Record	\$ 21.40	Each add'l page	\$ .50
<b>COMMENCEMENT OF ACTION</b>		Microfilm Copies	\$ 1.00
Action at Law (plus .50 extra per each pltf. or deft over 5 for indexing.)	\$177.50	Transcript Copies (paper format per page)	\$ .75
Miscellaneous Civil Filing	\$ 81.25	Transcript Copies (electronic copy per page)	\$ .50
Custody Actions	\$206.00	<b>JUDGMENTS</b>	
Divorce – (No Fault)	\$263.00	Confession (notes, bonds, etc.)	\$ 81.00
Plus add'l counts		Magisterial District Judge Transcript	\$ 81.00
Alimony	\$ 73.50	Certification of Judgment	\$ 81.00
Alimony pendent lite, counsel fees & costs	\$ 73.50	Domestic Relations	\$ 81.00
Custody & Visitation	\$ 82.00	Exemplification/Foreign Judgment (Incoming Exemplified Records)	\$ 81.00
Equitable Distribution	\$ 73.50	Exemplification of Judgment (Outgoing Exemplified Records)	\$ 21.40
Support	\$ 73.50	Liens	\$ 81.00
Other, each	\$ 73.50	Default, Non-Pros, Lis Pendens	\$ 19.50
Praecepte to Transmit Record	\$ 33.40	Verdict, Award, Court Order, Agreement & Final Decree	\$ 19.50
Motion for Appointment of Master (Div. Alimony, Equitable Distribution & Annulment)	\$500.00	Release of Judgment	\$ 10.60
Motion for Appointment of Master (Interim Relief, Counsel Fees & Costs)	\$ 28.50	Reassess of Judgment	\$ 10.60
Motion for Appointment of Master (Modification of Post-Divorce Alimony)	\$ 28.50	Subordination of Judgment	\$ 10.60
Notice to Retake Maiden Name	\$ 18.50	Withdraw of Judgment	\$ 10.60
Praecepte to Reinstate or Reissue	\$ 22.50	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	\$ 10.00
Federal, State, Unemployment	
<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