

**WARREN COUNTY PROTHONOTARY FEE SCHEDULE-EFFECTIVE**

**Effective January 3, 2023; Supersedes all previous Fee Bills**

**NOTE: Revised 1/1/2023**

**NOTE: ONLY CHANGE WAS CUSTODY FEES**

**APPEALS-Court of Common Pleas to Appellate Court**

Prothonotary Fees	\$ 45.00
Appellate Court Fee	\$ 90.25
APPEALS-Summary Appeals	\$ 25.00
APPEALS-Transcripts from District Justice	\$ 94.25
ARBITRATION (Compulsary Limit \$50,000)	\$ 20.00

CERTIFICATE OF NO LIENS \$ 6.50

CERTIFICATE OF SETTLEMENT/DISCONTINUANCE \$ 12.00  
(Includes 1 Certificate)  
Additional Certificates \$ 6.50

CERTIFICATION OF LEGAL DOCUMENTS \$ 4.00  
Each Additional Page \$ 1.00

CERTIFICATE TO RETAKE PRIOR NAME \$ 6.50  
Petition (If this Office Prepares Petition) \$ 10.00

CERTIFICATE TITLE ABANDONED VEHICLE \$ 116.50  
Petition (If this Office Prepares Petition)  
Certification to State (Includes Copies)

CLERK's CERTIFICATE \$ 4.00  
Preparation of Clerk's Certificate (Apostile) \$ 20.00

COMMENCEMENT OF ACTIONS (Except Divorces)  
Appeal from District Justice \$ 94.25  
Writ of Summons \$ 94.50  
Complaints \$ 94.50  
Reissuing/Reinstating Summons, Complaints, Writs (if copy supplied) \$ 6.50  
(Note: \$1.00/page will be charged if not provided)

**COMMENCEMENT OF DIVORCE ACTIONS**

1 Count-Divorce	\$104.50
2 Counts (Collateral Issues other than Custody)	\$138.50
3 Counts (Collateral Issues other than Custody)	\$172.50
4 Counts (Collateral Issues other than Custody)	\$206.50
5 Counts (Collateral Issues other than Custody)	\$240.50
6 Counts (Collateral Issues other than Custody)	\$274.50

**THIS IS A TEMPORARY FEE CHANGE!! THIS CHANGES THE FILING FEE OF A CIVIL ACTION!**

COMMENCEMENT OF DIVORCE ACTIONS-Where Custody is a  
Collateral issue.

2 Count-Divorce & Custody	\$148.00
3 Count-Divorce & Custody (Collateral Issues)	\$182.00
4 Count-Divorce & Custody (Collateral Issues)	\$216.00
5 Count-Divorce & Custody (Collateral Issues)	\$250.00
6 Count-Divorce & Custody (Collateral Issues)	\$284.00

COMMENCEMENT OF CUSTODY ACTIONS \$104.00

*COPIES: (Payable in cash at the time)	\$ .25/page
Local Abstractors ( Billed Either by the month or quarterly)	\$ .25/page

COUNTERCLAIM (Adding Additional Counts) Each Count \$ 55.25

DIVORCE CERTIFICATES \$ 6.50

DIVORCE-Final Decree (Praeceptum to Transmit) \$ 12.50

EXECUTIONS-Writs of Including Attachments and Possessions \$ 25.00

EXEMPLIFICATION OF RECORD (Prepared for Transfer to Another Co.) \$ 20.00

FINAL DECREE-Quiet Title \$ 12.00

JUDGMENTS (Self-Addressed, Stamped Envelopes must accompany all  
Filings requiring return services.)

Entry of Judgment or Decree which is final, whether by Agreement  
Demurrer, Non Pros, Preliminary Objection, Verdict or Award,  
Court Order, Findings, Opinion, Decree Nisi \$ 17.00

Act 181-90 (Fines & Costs) \$ 17.50

Entered by Note, Confession of Judgment \$ 17.50

Exemplification (Transferred to Warren Co.) \$ 17.00

Transcript from District Justice Judgment \$ 17.25

Default Judgment \$ 17.00

Pa. Dept. of Revenue \$ 17.00

IRS (Federal Tax Liens) \$ 17.00

COLLATERAL FILINGS FOR JUDGMENTS

Amendment \$ 8.00

Assignment \$ 8.00

Postponement \$ 8.00

Release \$ 8.00

Satisfaction \$ 8.00

Certificate of Satisfaction of Judgment \$ 6.50

Duplicate Transcripts \$ 6.50

LIENS ( Mechanics Liens)	\$ 17.00
LIENS (Municipal Lien Claims)	\$ 34.00
(Scire Facias)	\$ 25.00
LIS PENDENS	\$ 12.00
NOTARY REGISTRATION	\$ 3.00
POWER OF ATTORNEY FILING	\$ 3.00
Deletions of Names	\$ 3.00
REVIVALS	
Agreement to Revive (Amicable)	\$ 12.00
Suggestions of Non Payment (DPW/Labor & Industry)	\$ 12.00
Writ of Revival (By Adverse Proceedings)	\$ 25.00
SUBPOENA (These fees must accompany request for Subpoena(s) )	\$ 3.00
SEARCH FOR ANY RECORD OR INDEX (Must be in writing with Search fee; references and copies will be billed)	
Five Years	\$ 20.00
Each Reference	\$ 2.00 each
Copies (\$1.00 per page)	\$ 1.00 each
SATISFACTIONS (All Judgments, Encumbrances)	\$ 8.00
Municipal Liens	\$ 16.00
Certificates of Satisfaction	\$ 6.50
SETTLEMENT/DISCONTINUANCE (Includes 1 Certificate)	\$ 12.00
Additional Certificates of Settlement/Discontinuance	\$ 6.50

**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 of the Commonwealth until the requisite fee is paid. Senate Bill No 852.**

**ALL DOCUMENTS WILL BE RETURNED UNFILED WITH INCORRECT AMOUNT OF MONEY. NO REFUNDS WILL BE MADE.**

**\*REVISED: 1/3/23**

**\*In addition, this Office reserves the right to refuse any and all requests for use of photographs, scanners, cell phones and other devices for the private use of an individual to avoid payment of copy fees. /jp/**

**This supersedes and replaces all previous fees schedules. (Last one 9/1/22).**