

### Advance Deposit - New Suit Filings

Advance deposit costs include a \$20.00 initialization fee and a \$2.00 per name indexing fee.

|  |                                |
|--|--------------------------------|
| Filing a Petition with One Service       | \$300.00                       |
| With Temporary Restraining Order or Rule | \$350.00                       |
| Executory Process                        | \$400.00                       |
| Each Additional Defendant                | \$100.00                       |
| Filing a Petition with No Service        | \$200.00                       |
| Subsequent Pleadings with One Service    | \$200.00                       |
| Each Additional Service                  | \$100.00                       |
| Subsequent Pleading without Service      | \$100.00                       |
| Appeals                                  | Call our office (504-934-6610) |

### Filing & Issuing Fees (Per R.S. 13:841)

|  |                  |
|--|------------------|
| Filing Document 1st page   | \$6.00           |
| Filing Document Additional Page(s)   | \$4.00           |
| Filing Exhibits (Paper) Per Page   | \$2.00           |
| All Other Exhibits   | \$5.00           |
| FAX Confirmation Certificate   | \$15.00          |
| FAX-Filed Pleading Flat Fee  | \$5.00           |
| FAX-File Pleadings:  |                  |
| *First Page  | \$6.00           |
| *Each additional page  | \$4.00           |
| *Paper exhibits per page   | \$2.00           |
| *All other exhibits  | \$5.00           |
| Issuing Document <b>with</b> Notice of Service<br>(citations, subpoenas, notices, etc.)                  | \$20.00          |
| Issuing Document <b>without</b> Notice of Service<br>(jury summons, certificates of no opposition, etc.) | \$15.00          |
| Certification of Copy  | \$5.00           |
| Act of Congress Certification  | \$5.00           |
| Conformed Copy   | \$3.00           |
| Copy - per page  | \$1.00           |
| Juror Suppoena   | \$15.00          |
| Minute Entry   | \$5.00           |
| Swearing Witnesses/Jurors  | \$2.00           |
| Witness Subpoena/Citation/SDT  | \$20.00          |
| Certificate of No Opposition   | \$15.00          |
| Certificate of No Answer   | \$15.00          |
| Postage  | U.S. Postal Rate |

NOTE: Per R.S. 13:842, whenever costs have exhausted the amount of the original advance deposit, the clerk may refuse to perform any further function in the proceeding until the additional costs for the function has been paid.

NOTE: None of the above fees include required prepaid charge for certain Sheriff and State Agencies. See the following schedules and **include a separate check** for the applicable service fees made payable to the appropriate agency.

### Service Fee Schedule

(The following fees must be pre-paid at the time of filing.)

|                                      |  |
|--------------------------------------|--|
| <b>Commissioner of Insurance</b>     | \$25.00 check payable to Commissioner of Insurance   |
| <b>CT Corporation</b>                | \$39.36 check payable to Sheriff of EBR  |
| <b>Secretary of State</b>            | \$50.00 check payable to Secretary of State<br><b>plus \$39.36 check Payable to Sheriff of EBR</b> |
| <b>Caddo Parish Sheriff</b>          | \$20.00 plus the following mileage   |
| inside the city limits of Shreveport | \$5.00   |

|   |         |
|---|---------|
| outside the city limits of Shreveport: Belcher, Bethany, Blanchard, Gilliam, Greenwood, Hosston, Ida, Keithville, , Mire, Mooringsport, Oil City, , Rodessa, Vivian | \$15.00 |
| <b>East Baton Rouge Parish Sheriff</b>  |         |
| Baker   | \$45.68 |
| Baywood   | \$65.84 |
| Central   | \$50.16 |
| Greenwell Springs   | \$52.40 |
| Kleinpeter  | \$41.20 |
| Port Hudson   | \$59.12 |
| Pride   | \$65.84 |
| Scotlandville   | \$41.20 |
| Zachary   | \$52.40 |
| No Zip Code   | \$37.28 |
| 70714   | 45.68   |
| 70739   | \$52.40 |
| 70770   | \$65.84 |
| 70777   | \$41.20 |
| 70791   | \$52.40 |
| 70801   | \$33.36 |
| 70802   | \$33.86 |
| 70803   | \$33.36 |
| 70804   | \$33.36 |
| 70805   | \$34.48 |
| 70806   | \$41.20 |
| 70807   | \$37.84 |
| 70808   | \$34.48 |
| 70809   | \$40.08 |
| 70810   | \$38.96 |
| 70811   | \$41.20 |
| 70812   | \$41.20 |
| 70813   | \$37.28 |
| 70814   | \$40.08 |
| 70815   | \$38.96 |
| 70816   | \$39.96 |
| 70817   | \$41.20 |
| 70818   | \$47.92 |
| 70819   | \$50.16 |
| 70820   | \$36.72 |
| 99999   | \$23.88 |
| <b>Jefferson Parish Sheriff - (check payable to JPSO)</b>   | \$30.00 |
| Grand Isle -(check made payable to JPSO)  | \$40.00 |
| <b>Jefferson Davis Parish Sheriff</b>   |         |
| Elton   | \$41.20 |
| Fenton  | \$46.50 |
| Hathaway  | \$30.60 |
| Iowa  | \$46.50 |
| Jennings (city address)   | \$20.00 |
| Jennings (rural)  | \$25.30 |
| Kinder  | \$46.50 |
| Lacassine   | \$41.20 |
| Lake Arthur   | \$30.60 |
| Ragley  | \$73.00 |
| Roanoke   | \$25.30 |
| Thornwell   | \$41.20 |
| Welsh   | \$30.60 |
| Wood lawn   | \$46.50 |

|   |         |
|---|---------|
| <b>Orleans Parish Sheriff (Orleans Civil Sheriff)</b> | \$30.00 |
| <b>Ouachita Parish Sheriff</b>                        | \$30.00 |
| <b>Plaquemines (check payable to PPSO)</b>            | \$30.00 |
| <b>Pointe Coupee Parish Sheriff</b>                   |         |
| Batchelor   | \$51.60 |
| Blanks  | \$49.44 |
| Erwinville  | \$49.44 |
| Fordoche  | \$51.60 |
| Glynn   | \$51.60 |
| Innis   | \$53.76 |
| Jarreau   | \$44.04 |
| Labarre   | \$35.62 |
| Lakeland  | 44.04   |
| Lettsworth  | 68.88   |
| Livonia   | \$46.20 |
| Lottie  | \$51.60 |
| Marinqouin  | \$53.76 |
| Morganza  | \$40.80 |
| New Roads   | \$35.62 |
| Oscar   | \$40.80 |
| Rouqon  | \$47.28 |
| Torbert   | \$44.04 |
| Ventress  | \$44.04 |
| <b>St. Tammany Parish Sheriff</b>                     |         |
| 70420   | \$40.60 |
| 70427   | \$53.32 |
| 70429   | \$53.32 |
| 70431   | \$51.20 |
| 70433   | \$35.30 |
| 70435   | \$37.95 |
| 70437   | \$51.20 |
| 70438   | \$53.32 |
| 70445   | \$43.25 |
| 70447   | \$37.95 |
| 70448   | \$40.60 |
| 70452   | \$43.25 |
| 70457   | \$33.18 |
| 70458   | \$36.36 |
| 70460   | \$39.54 |
| 70461   | \$37.95 |
| 70463   | \$51.20 |
| 70464   | \$45.90 |
| 70471   | \$40.60 |
| <b>Tangipahoa Parish Sheriff</b>                      | \$20.00 |
| <b>Terrebonne Parish Sheriff</b>                      |         |
| Bourg   | \$42.75 |
| Chauvin   | \$51.42 |
| Cocodrie  | \$60.60 |
| Donner/Chachoula                                      | \$46.32 |
| Dulac   | \$50.40 |
| Gibson  | \$50.40 |
| Gray  | \$42.75 |
| Houma   | \$38.18 |
| Montegut  | \$48.36 |
| Montegut/Humble Canal                                 | \$52.44 |
| Montegut/Island Road                                  | \$52.44 |
| Schriever   | \$46.32 |
| Theriot   | \$48.36 |

|  |                     |
|--|---------------------|
| Theriot/Falgout Canal Road             | \$52.95             |
| Thibodaux                              | \$46.32             |
| <b>West Baton Rouge Parish Sheriff</b> | Call (225)343-9234  |
| <b>West Carroll Parish Sheriff</b>     | Call (318) 428-2331 |