

**IN THE ZANESVILLE MUNICIPAL COURT  
ZANESVILLE, OHIO**

**GENERAL ORDER:**

**ESTABLISHING A SCHEDULE OF  
FEES AND COSTS IN CRIMINAL,  
TRAFFIC AND CIVIL CASES**

**EFFECTIVE: September 1, 2022**

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**CRIMINAL/TRAFFIC FEES AND COSTS SCHEDULE**

**Non-Moving Traffic Violations Costs**

Court Computer Fund (RC 1901.261(A)(1))	\$3.00
Clerk Computer Fund (RC 1901.261(B)(1))	\$10.00
Special Projects Fund (RC 1901.26(B)(1))	\$35.00
City Local General Fund (RC 1901.26(A))	\$27.00
State Indigent Defense Support Fund (RC 2949.091)	\$10.00
<b>Total Standard Costs:</b>	<b>\$85.00</b>

**Moving Traffic Violations Costs**

Court Computer Fund (RC 1901.261(A)(1))	\$3.00
Clerk Computer Fund (RC 1901.261(B)(1))	\$10.00
Special Projects Fund (RC 1901.26(B)(1))	\$36.00
City Local General Fund (RC 1901.26(A))	\$27.00
State Traffic Fund (RC 2743.70)	\$10.00
Victims of Crime Reparations Fund (RC 2743.70)	\$9.00
State Indigent Defense Support Fund (RC 2949.091)	\$20.00
<b>Total Standard Costs:</b>	<b>\$115.00</b>

**Criminal Violations Costs**

Court Computer Fund (RC 1901.261(A)(1))	\$3.00
Clerk Computer Fund (RC 1901.261(B)(1))	\$10.00
Special Projects Fund (RC 1901.26(B)(1))	\$46.00
City Local General Fund (RC 1901.26(A))	\$27.00
Victims of Crime Reparations Fund (RC 2743.70)	\$9.00
State Indigent Defense Support Fund (RC 2949.091)	\$20.00
<b>Total Standard Costs:</b>	<b>\$115.00</b>

**Additional Traffic/Criminal Costs**

Affidavit of Indigency Filing	\$25.00
Bail Bonds, State Surcharge	\$25.00
Ten Percent (10%) Cash Bond	10%
Criminal Summons – Service	\$15.00
Arrest Warrant	\$35.00
Jail Commitment	\$10.00
Jury Seating	\$60.00
Jurors, for each juror reporting	\$12.50
Application for Limited Driving Privileges	\$40.00
Application for Unlimited Driving Privileges with IID	\$50.00
Amendment or Reissuance of Limited Driving Privileges	\$15.00
Immobilization Order	\$25.00
Forfeiture Order	\$25.00
Motion to Seal Record (Local \$20.00, State \$30.00)	\$50.00
Declaration of License Forfeiture Order	\$25.00
Warrant Registration Block	\$25.00
Violator Compact Suspension	\$25.00
Felony Transcript	\$25.00
Restitution Surcharge	5%
Competency Evaluation	Actual Cost

**Probation / Supervision Fees**

Registration Fee (Reporting and Non-reporting)	\$45.00
Active Reporting Probation (at \$15.00/mo., \$180/yr.)	\$180.00 to \$900.00
Non-Reporting Probation (at \$5.00/mo., \$30/six mos.)	\$30.00
Probation Revocation Motion	\$50.00
Summons for Probation Revocation	\$25.00
Probation Warrant	\$35.00
House Arrest (\$50 hook-up fee, plus \$12/day)	Actual Cost
S.C.R.A.M. (\$50 hook-up fee, plus \$12/day)	Actual Cost

## CIVIL SCHEDULE FEES AND COSTS SCHEDULE

<u>Civil Complaint</u>	<u>Deposit</u>	<u>Actual Cost</u>
Filing Fee (certified mail service, 1 defendant)	\$125.00	\$125.00
Local - \$40.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$39.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$125.00</b>	<b>\$125.00</b>
For Each Additional Defendant	\$15.00	\$15.00
Reissuance by Certified Mail	\$15.00	\$15.00
Counterclaim or Crossclaim with Service	\$25.00	\$25.00
Amended Complaint Joining New Parties	\$25.00	\$25.00
 <u>Third Party Complaint</u>		
Filing Fee (certified mail service, 1 defendant)	\$125.00	\$125.00
Local - \$40.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$39.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$125.00</b>	<b>\$125.00</b>
For Each Additional Defendant	\$15.00	\$15.00
 <u>Small Claims Complaint</u>		
Filing Fee (certified mail service, 1 defendant)	\$70.00	\$70.00
Local - \$20.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$19.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$11.00 (Local \$0.11, State \$10.89)		
<b>Total Standard Costs:</b>	<b>\$70.00</b>	<b>\$70.00</b>
For Each Additional Defendant	\$15.00	\$15.00
Counterclaim or Crossclaim with Service	\$15.00	\$15.00
Amended Complaint Joining New Parties	\$15.00	\$15.00
Transfer to Civil from Small Claims	\$55.00	\$55.00

**Forcible Entry and Detainer Complaint** (Writ ONLY)

Filing Fee	\$125.00	\$125.00
Local - \$40.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$39.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$125.00</b>	<b>\$125.00</b>

Issuance of Writ of Restitution	\$20.00	\$20.00
Reissuance of Writ of Restitution	\$15.00	\$15.00

**Forcible Entry and Detainer Complaint** (Writ and DAMAGES)

Filing Fee	\$150.00	\$150.00
Local - \$55.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$49.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$150.00</b>	<b>\$150.00</b>

For Each Additional Defendant	\$15.00	\$15.00
Issuance of Writ of Restitution	\$20.00	\$20.00
Reissuance of Writ Restitution	\$15.00	\$15.00

**Replevin**

Filing Fee (certified mail service, 1 defendant)	\$125.00	\$125.00
Local - \$40.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$39.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$125.00</b>	<b>\$125.00</b>

For Each Additional Defendant		\$15.00
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**Cognovit Note Complaint**

Filing Fee (certified mail service, 1 defendant)	\$125.00	\$125.00
Local - \$40.00		
Legal Research - \$3.00		
Computer Fund - \$10.00		
Special Project - \$39.00		
Mediation - \$2.00		
Postage - \$5.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$125.00</b>	<b>\$125.00</b>

For Each Additional Defendant \$15.00

**Miscellaneous Civil Fees**

Trusteeship Petition		\$125.00
For 10 Creditors or Less		\$30.00
For Each Additional Creditor over 10		\$6.00
Tenant Escrow Petition:	1% of money deposited	1%
Appeal of 12 Point Suspension		\$75.00

**Vicious Animal Designation Appeal**

Filing Fee	\$75.00	\$75.00
Local - \$49.00		
Legal Aid - \$26.00 (Local \$0.26, State \$25.74)		
<b>Total Standard Costs:</b>	<b>\$75.00</b>	<b>\$75.00</b>

**Service of Documents**

Bailiff Personal Service (two attempts, Muskingum Co.)	\$40.00	\$40.00
Bailiff Residential Service (Muskingum Co.)	\$30.00	\$30.00
Certified Mail (after first attempt)	\$15.00	\$15.00
Certificate of Mailing	\$5.00	\$5.00
Service by Publication (does not include newspaper fees)	\$75.00	\$75.00
Secretary of State per party	\$25.00	\$25.00

**Other Civil Prejudgment Costs**

Transfer to Common Pleas Court (local costs only)	\$75.00	\$75.00
Transfer to Another Municipal Court (local costs only)	\$30.00	\$30.00

**Post-Judgment Costs**

Post-Judgment Motion	\$35.00	\$35.00
Motion to Revive Judgment	\$35.00	\$35.00
Certificate of Judgment for Transfer/Lien	\$40.00	\$40.00
Certificate of Satisfaction of Judgment	\$10.00	\$10.00

**Collection Costs**

Exam in Aid of Execution (Debtor's Exam)	\$55.00	\$55.00
Wage Garnishment		
Civil	\$120.00	\$120.00
Small Claims	\$60.00	\$60.00
Other Garnishments (Bank etc.)		
One garnishee (bank)	\$60.00	\$60.00
Each additional garnishee (bank)	\$10.00	\$10.00
One check made payable to each garnishee	\$1.00	\$1.00
Motion to Show Cause	\$30.00	\$30.00
Levy/Attachment of Personal Property	\$275.00	\$275.00
Transfer of a Judgment from Another Court	\$100.00	\$100.00

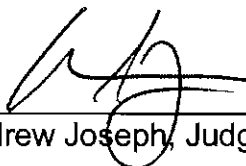
**FEES AND COSTS RELATED TO ALL MATTERS**

Civil Jury Demand	\$300.00	\$60.00
Due within seven days following Final Pretrial		
Actual Cost (\$60), plus \$12.50 for each juror		
Subpoena		\$25.00
Witness Fee (Half Day)		\$6.00
Witness Fee (Full Day)		\$12.00
Witnesses Mileage (out-of-county, round trip, per mile)		50.5¢
Continuance		\$10.00
Document Copy, per page		\$0.05
Certified Document Copy, per page		\$1.00
Exemplified Document Copy, per document		\$15.00
Courtroom Digital Recording (without CD)		\$10.00
Courtroom Digital Recording (with CD supplied)		\$5.00
Cost of Mailing CD/DVD		\$5.00
Notice of Appeal, 5 <sup>th</sup> Dist. Court of Appeals (local costs only)		\$75.00
NSF Check or Closed Accounts		\$25.00
Court Reporter: Paid directly to reporter by requesting party.		Actual Cost
Interpreter Fee		Actual Cost

**MARRIAGES**

Marriage (must be scheduled in advance)	\$25.00
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**IT IS SO ORDERED.**

  
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W. Andrew Joseph, Judge