

# FISCAL REPORT OF INDIANA TRIAL COURTS

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The Division of State Court Administration is directed by Indiana Code 33-24-6-3(a)(2) to collect and compile statistical data on the receipt and expenditure of public monies by and for the operation of the courts. Each court, whether single or unified, must file with the Division its Report on Court Revenue ("Revenue Report") and its Report on Budget & Expenditures ("Budget & Expenditure Report") each quarter.

The information in this volume presents a general financial overview of the reported expenditures of Indiana's courts and revenues generated through their operation. Volume III contains a more comprehensive review of the revenues and expenditures generated by each of the state courts. While the trial courts' requested and approved budgets are available, they are not published in the annual report.

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## EXPENDITURES

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Indiana's judicial system is funded by a combination of county tax revenues and state appropriations. The Supreme Court, Court of Appeals and Tax Court are funded through appropriations from the state general fund. The Indiana State Auditor's Report contains information about the expenditures by these courts and other state-level expenditures on judicial functions. Relevant portions of that report are reflected here in the Judicial Year in Review.

Indiana's trial courts are funded primarily through county funds, however, State funds pay for judges' and magistrates' salaries, senior judges and some special judge expenses. Counties may also receive state funds for GAL/CASA services for abused and neglected children and may qualify for reimbursement of approved pauper defense services. Courts also

generate user fees some of which are expended on court services. The counties also may pay an additional amount towards the judges' and magistrates' salaries.

Municipalities fund city and town courts. In many instances the local government does not maintain a distinct city or town court budget so all expenses are paid directly from the local general fund. This practice makes it difficult to provide accurate expenditure information for the city and town courts.

Marion County (Indianapolis) townships directly fund the Marion County Small Claims Courts through budget appropriations.

The Budget & Expenditure Report filed by each court categorizes the trial court expenditures as follows: salaried and unsalaried personnel expenses, services, capital outlays, and travel. If any of the expenditures were facilitated by mandate, the report reflects information related to the mandate as well.

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## REVENUE REFERENCES

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Trial courts generate revenue primarily from filing fees, court costs, fines and user fees assessed to litigants. Revenues generated through the operation of the trial courts are collected, accounted for and disbursed by the Clerk of the Circuit Court, an independently elected constitutional office for each Judicial Circuit. The Clerk of the Circuit Court also functions as the clerk of the county and, as such, performs many other functions unrelated to court operations, including issuing marriage licenses, coordinating the election board, and conducting elections for the county and state.

Revenues generated through the city, town, and Marion County Small Claims Courts are collected by the local clerk and disbursed to state, county, or local general fund, or to a list of specific funds established by the General Assembly for specific programs and services, pursuant to statutory provisions. The only direct payment fee is the personal service of process fee charged to small claims litigants in the Marion County Small Claims Courts. This fee is paid to the constable and his or her deputies.

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## **COSTS AND FEES ROUTINELY CHARGED**

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**Court Costs:** The court cost is the basic expense for filing a civil case and the basic cost assessed upon a conviction in a criminal case or a judgment in an infraction or ordinance violation. The statutory costs in all courts are as follows:

Felony or misdemeanor (upon conviction): \$120.00 (I.C. § 33-37-4-1(a)).

Infraction or ordinance violation (upon judgment, with some exceptions): \$70.00 (I.C. § 33-37-4-2(a)).

Juvenile action (including CHINS, delinquency and paternity): \$120.00 (I.C. § 33-37-4-3(a)).

Civil action (at case filing): \$100.00 (I.C. § 33-37-4-4(a), but see exempted civil and juvenile actions); service fee for additional defendants \$10 (I.C. § 33-37-4-6).

Small claim – all courts except Marion County Small Claims (at case filing): \$35.00 (I.C. § 33-37-4-6); Small claims service fee for additional defendants: \$10 (I.C. § 33-37-4-6(a)).

Probate/trust (at case filing): \$120.00 (I.C. § 33-37-4-7(a)).

These costs include the cost of service of process by mail with return receipt requested for one defendant, unless otherwise indicated. In accord with I.C. § 33-37-5-15(b), one additional \$13 to \$60 fee is charged for service of process by the sheriff, depending on whether the case originates in Indiana or elsewhere.

The court costs collected in the circuit, superior and probate courts are distributed to the State, County and Local general funds in the following percentages: 70% to the state, 27% to the county and 3% to the local level general fund. (I.C. § 33-37-7-2(a), I.C. § 33-37-7-4(a), I.C. § 33-37-7-6(a)).

The costs collected in the city and town courts are distributed as follows: 55% to the state, 20% to the county and 25% to the city or town general fund. (I.C. § 33-37-7-8(a), I.C. § 33-37-7-8(b), I.C. § 33-37-7-8(c)).

The following fees in this section are always collected even if a case is handled through pretrial diversion or deferral:

**Judicial Salaries Fee:** This fee is imposed for all case types. As of July 1, 2009 the fee for small claims cases is \$13 and the fee for all other case filings is \$18. This fee increases by \$1 every year judicial salaries are increased by the General Assembly until it reaches a maximum of \$15/\$20. City and town courts and small claims courts may keep 25% of the fee collected to fund city or town court operations. The local clerk distributes the remaining fee amounts to the state auditor to be deposited in the state general fund. The Circuit and Superior Courts distribute 100% of the fee to the state auditor for deposit in the general fund.

**Document Storage Fee:** For maintaining court records, the clerk collects this \$2 fee in every action. Money collected from this fee is deposited into the Clerk's Record Perpetuation Fund, which may be used by clerks for the preservation of records or for the improvement of record keeping systems

and equipment. It is reported as county level or local level specific funds depending on the reporting court.

**Automated Record-Keeping Fee:** This \$7 fee is imposed for all case types. It will decrease to \$4 on July 1, 2011. This fee is the primary funding source for the Judicial Technology and Automation Committee. The clerk distributes this fee to the state auditor for deposit in the state user fee fund; however as of July 1, 2009, all automated record-keeping fees collected from an accused entering a pretrial diversion or deferral program are to be deposited in the Homeowner Protection Unit account.

**Public Defense Administration Fee:** This \$3 fee, which until 2005 was known as the Judicial Administration fee, is imposed for all case types. The clerk distributes this fee to the state auditor for deposit in the general fund. (I.C. § 33-37-5-21.2; I.C. § 33-37-7-2(i)(1)).

**Judicial Insurance Adjustment Fee:** This \$1 fee is collected in all cases. The clerk distributes this fee to the state auditor for deposit in the state judicial branch insurance adjustment account.

**Court Administration Fee:** This \$5 fee is imposed in all cases including cases in the Marion County Small Claims courts. All courts, other than Marion County Small Claims courts, distribute this fee to the state auditor for deposit to the general fund to help fund the pension fund for judges and magistrates. Marion County Small Claims courts distribute 60% (or \$3) to the state auditor. The remaining \$2 is distributed to the township trustee to fund the operations of the small claims courts.

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### **FEES CHARGED ROUTINELY IN CRIMINAL, INFRACTION AND ORDINANCE VIOLATION CASES**

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**DNA Sample Processing:** This \$2 fee is assessed to anyone convicted of a felony or

misdemeanor, found to have committed an infraction or ordinance violation or required to pay a pretrial diversion fee. The clerk distributes this fee to the state auditor for deposit in the state general fund, and further deposit to the DNA sample-processing fund.

**Jury Fee:** This \$2 fee is imposed when a defendant is found to have committed a crime, violated a statute defining an infraction or violated an ordinance of a municipal corporation. The clerk distributes this fee to the county auditor for deposit in the relevant user fee fund, for further deposit in the jury pay fund established under I.C. § 33-37-11.

**Law Enforcement Continuing Education Program Fee:** This \$4 fee is charged in each criminal conviction and each infraction and ordinance violation. The fee is reported in the county or local level column, depending upon the court collecting, to be deposited in the relevant user fee fund. This fee is considered a user fee but is discussed separately from the other user fees because of the frequency with which the fee is charged in criminal cases.

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### **USER FEES REGULARLY CHARGED IN CERTAIN CRIMINAL CASES**

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In addition to court costs and the fees shown above, the General Assembly has established a number of additional special fees, which are assessed in certain cases. They are designated for special programs or purposes operating at the state, county or local level. The Revenue Report reflects the amounts generated through such fees for state, county and local level user fee funds collectively. The following is the distribution and description of such additional fees that comprise the collected report entries.

The following percentages of fees are distributed to the State User Fee Fund:

25% of the drug abuse, prosecution, interdiction, and corrections fees;

25% of the alcohol and drug countermeasures fees;

50% of the child abuse prevention fee;

100% of the domestic violence prevention and treatment fees;

100% of the highway work zone fees;

100% of the safe school fees, and

100% of automated record keeping fee for deposit to the Judicial Technology and Automation Committee fund or, if the fee was collected as part of a pretrial diversion or deferral program, to the Homeowner Protection Unit account.

Distribution of user fees to County User Fee Funds - Each county's user fee fund is used to finance various programs and services, and is administered by the auditor in each county. The following fees are deposited in this fund:

Pretrial diversion fees;

Informal adjustment program fees;

Marijuana eradication program fees;

Alcohol and drug services program fees;

Law enforcement continuing education program fees;

Drug court fees;

Deferral program fee;

Jury fee, and

Reentry court Fee.

Distribution of user fees to Local User Fee Funds - In city or town courts the following fees are deposited in the city or town user fee fund:

Pretrial diversion program fee;

Alcohol and drug services program fee;

Law enforcement continuing education program fee;

Drug court fees;

Deferral program fee, and

Reentry court fee.

The following are descriptions of the user fees:

**A. Drug Abuse, Prosecution, Interdiction and Corrections Fee:** All courts must assess this fee of at least \$200 but no more than \$1,000 against a person convicted of a controlled substance offense. In determining the amount of the fee, the court must consider the person's ability to pay. Twenty-five percent (25%) of the fee is distributed to the state auditor for deposit in the general fund and seventy-five percent (75%) is distributed to the county auditor for deposit into the County Drug Free Community Fund.

**B. Alcohol and Drug Countermeasures Fee:** In each action in which a person is convicted of an OVWI offense or adjudicated a delinquent for an act that would be an OVWI if committed by an adult, **and** the person's driving privileges are suspended by the court or BMV as a result of this finding, the clerk shall collect an Alcohol and Drug Countermeasures fee of \$200. Twenty-five percent (25%) of the fee is distributed to the state auditor for deposit in the general fund and seventy-five percent (75%) is distributed to the county auditor for deposit in the County Drug Free Community Fund.

**C. Child Abuse Prevention Fee:** This \$100 fee is assessed against a defendant found guilty of certain criminal offenses involving a victim who is less than eighteen years of age. Fifty percent (50%) of the fee is distributed to the state auditor for deposit in the state user fee fund. The other fifty percent (50%) is distributed to the county auditor for deposit in the county child advocacy fund.

**D. Domestic Violence Prevention and Treatment Fee:** This \$50 fee is charged in each criminal action in which the defendant is found guilty of murder, causing suicide, voluntary manslaughter, reckless homicide, battery/domestic battery or rape against his or her spouse, former spouse, person with whom the defendant lives as a spouse or with whom defendant shares a child. This fee is distributed to the state auditor for deposit in the user fee fund.

**E. Highway Work Zone Fee:** A fifty-cent (\$0.50) highway work zone fee is charged in each traffic offense, including criminal infractions and ordinance violations. If the offense involves exceeding a worksite speed limit or failure to merge and the judge orders the clerk to collect the fee for exceeding a worksite speed limit or failure to merge, the fee is \$25.50. This fee is distributed to the state auditor for deposit in the user fee fund.

**F. Safe Schools Fee:** In each criminal action in which a person is convicted of an offense in which the possession or use of a firearm was an element of the offense, the court must assess a safe school fee of at least \$200 but not exceeding \$1,000, based on the defendant's ability to pay. This fee is distributed to the state auditor for deposit in the user fee fund.

**G. Informal Adjustment Program Fee:** This fee of \$5 to \$15 per month may be ordered by the court to be paid in cases, in lieu of court cost fees, where a juvenile has been placed in an informal adjustment program prior to having a delinquency petition filed. The fee total is reported in the

county level column for deposit in the user fee fund. As of March 18, 2008, this fee for CHINS cases was repealed and not replaced. Therefore, the fee is not charged in CHINS matters; however the court may still charge the fee in delinquency cases filed under I.C. 31-37-9-9.

**H. Marijuana Eradication Program Fee:** In any conviction relating to controlled substances in a county with a weed control board, the court may assess up to \$300 for this fee. The fee is distributed to the county auditor for deposit in the county user fee fund.

**I. Alcohol and Drug Services Program Fee:** If a county has established an alcohol and drug services program, this fee may be collected by a schedule adopted by the court (including city and town courts) in criminal, infraction and ordinance violations. It is set by court rule and may not exceed \$400. The fee is distributed to the county auditor or local fiscal officer, depending upon the collecting court, to be deposited in the relevant user fee fund.

**J. Drug Court Fee:** This fee applies to proceedings conducted in a certified drug court established by the county. The court shall adopt a fee schedule and the fee shall not exceed \$500. The fee is distributed to the county auditor or local fiscal officer, depending upon the court collecting, to be deposited in the relevant user fee fund.

**K. Reentry Court Fee:** If a court establishes a reentry court, it may require an eligible individual to pay the fee for reentry services. The court shall adopt a schedule of fees assessed but it may not exceed the reasonable expenses for direct services incurred in providing the reintegration services. The fee is distributed to the county auditor or local fiscal officer, depending upon the court collecting, to be deposited in the relevant user fee fund.

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## **ADDITIONAL FEES CHARGED IN CRIMINAL CASES, INCLUDING PRETRIAL DIVERSION AND DEFERRAL PROGRAMS**

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**Pretrial Diversion Fee:** The prosecuting attorney may withhold the prosecution of a person charged with a misdemeanor if the person agrees to conditions of a pretrial diversion program offered by the prosecutor. Unless waived by the agreement, the accused is charged a deferred prosecution fee of \$120 which is included in the Court Costs column, as well as an initial user fee of \$50 plus \$10 for each month he or she remains in the program, along with the other routinely charged fees in a criminal case identified above. The total of the initial fees plus the monthly fees are distributed to the county auditor or local fiscal officer, depending on the collecting court, for deposit in the relevant user fee fund.

**Deferral Program Fee:** When the county prosecutor or attorney for the municipal corporation sets up a deferral program for infractions and ordinance violations, a deferral program fee is assessed in lieu of the standard court costs and judgments. The program consists of an agreement with the prosecutor under I.C. § 34-28-5-1, whereby the defendant agrees to pay a program fee consisting of an initial user fee of up to \$52 and a monthly user fee not to exceed \$10. The total is distributed to the county auditor or local fiscal officer, depending upon the court collecting, to be deposited in the relevant user fee fund.

**Adult Probation User Fee:** This category reflects administration and user fees charged to adults placed on probation after a conviction of a felony or misdemeanor. These fees are mandatory for felony cases but optional for misdemeanors. In felony cases the court must order an administration fee of \$100 plus an initial probation user fee of not less than \$25 but not more than \$100 plus a monthly user fee ranging between \$15 and \$30 for each

month the person remains on probation. In misdemeanor cases, the administration fee is \$50. The initial fee cannot exceed \$50 and the monthly fee ranges between \$10 and \$20. The fees are deposited in the county supplemental adult probation services fund that is used for probation services. The clerk collecting these fees may keep up to 3% of the fee to defray administrative costs. This 3% is deposited in the clerk's record perpetuation fund. The clerk may be asked to deposit an additional 3% of the probation user fee in the county, city or town general fund depending upon the requesting fiscal officer.

**Juvenile Probation User Fee:** A court may order a juvenile and/or the parent of a juvenile who is placed on supervision to pay an initial user fee from \$25 to \$100 and a monthly user fee from \$10 to \$25. If a delinquent child is supervised, the administrative fee is \$100, which is collected before the other probation user fees. These fees are deposited in the county supplemental juvenile probation services fund. As with the adult probation user fee, if the clerk collects the fee, the clerk may keep up to 3% to defray administrative costs (deposited in the clerk's record perpetuation fund) and up to 3% for the county, city or town general fund.

**Sexual Assault Victims Assistance Fee:** This fee is imposed when a defendant is convicted of rape, criminal deviate conduct, child molestation, child exploitation, vicarious sexual gratification, child solicitation, child seduction, sexual battery, sexual misconduct with a minor as a Class A or Class B felony, or incest. The fee ranges from \$250-\$1000. The clerk distributes this fee to the state auditor for deposit into the Sexual Assault Victims Assistance Account.

**Supplemental Public Defender Fee:** Although the title to this section refers to the fee required in I.C. § 35-33-7-6, there are actually four sections of the Indiana Code that address when and how a court may order an indigent defendant who was

provided counsel at the county's expense, to reimburse the county. Each section has specific requirements that a court must follow when ordering reimbursement. All four sections require the clerk to make deposits to the county's supplemental public defense fund and all reimbursements for public defense expenditures collected under these sections should be reported on the Supplemental Public Defender Fee line of the annual revenue report. (I.C. § 35-33-7-6; I.C. § 33-40-3-1; I.C. § 33-40-3-6; I.C. § 33-37-2-3; I.C. § 35-33-8-3.2).

**Bond Administration Fee:** This category reflects amounts collected through a fee charged to defendants posting bond. When a defendant executes a cash bail bond with the clerk, 10% or \$50.00, whichever is less, may be retained as the administrative fee. This fee goes to the county general fund or the local general fund if collected in a city or town court.

**Special Death Benefit Fee:** When the clerk or sheriff collects bail posted under I.C. 35-33-8-3.2, he or she shall remit \$5 to the county auditor for deposit in the special death benefit fund by the trustees of the public employees' retirement fund. This fee is required in addition to the bond administrative fee.

**Late Surrender Fee:** When a bonded defendant fails to appear, a late surrender fee based on a percent of the value of the bond is assessed against the bondsman. Fifty percent (50%) of this fee is deposited in the Police Pension Trust Fund (local level column) and fifty percent (50%) is deposited in a county extradition fund (county level column).

**Fines and Forfeitures:** Fines and forfeitures are assessed in criminal convictions. All fines and forfeitures are reported in the state level column for deposit in the State Common School Fund. These monies are not considered fees but are assessed by the court in addition to the court costs and fees described herein.

**Civil Penalties for Infraction Judgments:** This category reflects monies collected as judgments for cases in which a defendant is found to have committed an infraction which has statewide applicability such as speeding on an interstate highway. These funds are distributed to the state auditor for deposit in the state general fund. Judgments for worksite speed limit violations, under certain circumstances, are designated for the Indiana Department of Transportation.

**Civil Penalties for Local Ordinance Violations:** This category reflects amounts collected as judgments for local ordinance violations. The clerk distributes these funds to either the county auditor or local fiscal officer depending on whether the ordinance is a county ordinance or a city or town ordinance, for deposit in the relevant general fund.

**Vehicle License Judgments:** These monies are collected as an infraction judgment in overweight vehicle cases. The clerk distributes these funds to the state auditor for deposit in the state highway fund.

**Department of Natural Resources Deer Replacement Fee:** This penalty is assessed for the unlawful taking of a deer or wild turkey. The amount of the penalty is \$500 for the first violation and \$1,000 for each subsequent violation. The clerk forwards this penalty to the conservation officers' fish and wildlife fund.

**Late Payment Fee:** This fee is imposed if a defendant, convicted of a criminal action, ordinance violation, infraction, or delinquent act, fails to pay the costs, fines or civil penalties to the clerk by the deadline set by the court. This fee of \$25 is set by local rule and is distributed to the county auditor or local fiscal officer, depending on the collecting court, and deposited in the clerk's record perpetuation fund, however, if the fee is collected by the circuit court, a local ordinance may provide 40% of late fees will be deposited in the clerk's record perpetuation fund and 60% in the county general fund.

**Construction Work Zone Fee:** The Indiana Department of Transportation, the Indiana Finance Authority or a local authority may establish temporary maximum speed limits in their respective jurisdictions and in the vicinity of a worksite. These temporary speed limits must be at least 10 mph below the established speed limit for that location, and may only be enforced if workers are present in the immediate vicinity of the worksite or if the establishing authority determines the safety of the traveling public requires enforcement. Judgments range from \$300 to \$1,000 depending on whether the person charged with the infraction violation has committed prior infractions of violating a speed limit within the previous three years. The funds collected as judgments are reported in the state level and shall be transferred to the Indiana Department of Transportation.

**Youth Tobacco Civil Penalty:** This penalty is collected for violations of statutes regulating the sale of tobacco. The clerk distributes these funds to the state auditor for deposit to the Youth Tobacco and Enforcement Fund.

**InterState Transfer Probation Fee:** A probationer who applies to have supervision transferred from one county to another within the State of Indiana pays a \$75 transfer fee to the receiving court. The receiving court may waive this fee if the offender is indigent. The entire fee is deposited in the receiving county's supplemental adult probation services fund.

**Other Criminal Fees:** Even though the following fees are set by statute, the courts are directed to report the revenue in the "other" category, used to report miscellaneous fees. These fees, while important, remain in the discretion of the court to assess and do not generate as much revenue as the other separately identified fees. These include the following: Alcohol abuse deterrent fee along with the Medical fee—up to \$400 and \$150 respectively—which is charged when a defendant is participating in a county run

Alcohol Abuse Deterrent Program for driving infractions (I.C. § 9-30-9-8); Lab Test for HIV—maximum amount not listed—if ordered by the court when a defendant, on probation, has committed a qualifying act (I.C. § 35-38-2-2.3); Emergency Medical Service Restitution—not to exceed \$1,000—charged when a defendant is sentenced, with or without probation, and the misdemeanor or felony necessitated the need for medical services (I.C. § 9-30-5-17); and Reimbursement for Incarceration costs—lower of \$30 per day or cost determined by auditor—charged, if the county adopts the appropriate ordinance, to defendants for misdemeanor and felony sentences who serve more than seventy-two hours in lawful detention (I.C. § 36-2-13-15).

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## ADDITIONAL FEES CHARGED IN CIVIL CASES

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**Support Fees:** This category reflects amounts collected through a \$55 yearly fee charged in cases where a final court order requires a party to pay support or maintenance payments through the clerk of the court or state central collection unit. It is intended to defray some of the expenses associated with the collection and disbursement of child support or maintenance. The fee goes to the county general fund if collected by the county clerk or the state general fund if collected by the state central collection unit.

**Guardian *ad Litem*/Court Appointed Special Advocate Fee:** The juvenile division of the trial court may order the parent or estate of a child for whom a guardian *ad litem* or a special advocate is appointed to pay up to \$100 for the service. The money is paid to the county probation department and is deposited in either the GAL or CASA fund depending upon the appointment. The county fiscal body uses the money when providing these services.

**Civil Action Service Fee:** The plaintiff in a civil action pays this fee when other civil costs are paid, except where service was made by publication in accordance with Indiana Trial Rule 4.13. The fee is \$10 per each additional named defendant after the first named defendant in a case, including those added after the time of filing; as well as \$10 per garnishee defendant over three named garnishee defendants. The court in which the case is filed retains the total revenue from this fee, for deposit in the general fund.

**Small Claims Service Fee:** The plaintiff in a small claims action pays this fee when other civil costs are paid. Similar to civil actions, the clerk's office charges \$10 per each additional named defendant after the first named defendant in a case, including those added after the time of filing, as well as \$10 per garnishee defendant over three named garnishee defendants. The court in which the small claims case is filed retains the total revenue from this fee, for deposit in the general fund.

**Alternative Dispute Resolution Fee:** This \$20 fee applies only to counties with an established and approved ADR plan. The fee is collected from the party filing a petition for legal separation, paternity or dissolution of marriage and is distributed to the county auditor for deposit into the Alternative Dispute Resolution Fund.

**Mortgage Foreclosure Counseling and Education Fee:** Any mortgage foreclosure action filed after June 30, 2009 and before January 1, 2013, will be assessed this additional \$50 mortgage foreclosure counseling and education fee. This fee distributed to the state auditor for deposit in the Mortgage Foreclosure Counseling and Education Fund.

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## OTHER SOURCES OF REVENUE

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**Document Fee:** This category reflects a \$1 to \$3 fee, collected by the clerk for copying, preparing and certifying documents or transcripts. This fee goes to the county auditor or city or town fiscal authority, depending upon the court in which it is collected, and deposited in the relevant user fee fund.

**Interest on Investments:** This category reflects income generated through investments of various funds' monies. Depending on the court, the interest is deposited into the relevant fund that generated the income.

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## MARION COUNTY SMALL CLAIMS COURT REVENUE REFERENCES

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The Marion County Small Claims Courts file separate Reports on Court Revenue. Many of the categories are the same as the small claims case fees collected and reported on the regular Report on Court Revenue. The following report references indicate the differences:

**Filing Fee and Township Docket Fee:** The basic court cost in the Marion County Small Claims Court is a \$5 township docket fee plus 45% of the costs charged in infraction and ordinance violation cases, which totals \$37.00. The respective townships support these courts and the basic courts costs go to the township general funds, rather than to the state general funds.

**Service of Process Fee (Certified Mail):** The cost of service of process in these small claims courts is \$13 for service by registered or certified mail. The service fee is charged in addition to any filing fee.

**Service of Process Fee (Personal Service):** As with certified mail service, the additional fee for personal service by the constable is \$13. All service of process

fees are reported in the “Money to Others” column and are paid directly to the elected constables and their deputies.

**Redocketing Fee:** This \$5 fee is charged if a small claims case was dismissed or disposed but then redocketed for further action.

The descriptions of the remainder of the fees reported on the Small Claims Report on Court Revenue are the same as above.