

CLERK OF THE CIRCUIT COURT  
FOURTH JUDICIAL CIRCUIT  
CLINTON COUNTY  
CARLYLE, IL 62231

FEE SCHEDULE  
Effective June 1, 2013

***ALL FEES MUST BE PAID AT TIME OF FILING***

AUTHORITY

CIRCUIT CLERK FEE	705 ILCS 105/27.1a
COUNTY COURT FEE	55 ILCS 5/5-1101
COURT AUTOMATION FEE	705 ILCS 105/27.3a
LAW LIBRARY FEE	55 ILCS 5/5-39001
COURT SECURITY FEE	55 ILCS 5/5-1103
DOCUMENT STORAGE FEE	705 ILCS 105/27.3c
FORECLOSURE PREV FUND	735 ILCS 5/15-1504.1
ABANDONED RES PROP FUND	735 ILCS 5/15-1504.1

INDEX

LAW .....	2
LAW MAGISTRATE .....	3
SMALL CLAIMS .....	6
DISSOLUTION/ADOPTION .....	8
FAMILY .....	9
PROBATE .....	10
CHANCERY.....	13A
TAX.....	13B
EMINENT DOMAIN/MUNICIPAL CORPORATION .....	14
MISC. REMEDY/MENTAL HEALTH .....	15
MISC. FEES .....	16
CRIMINAL & QUASI-CRIMINAL.....	17

**CASE CATEGORY CODE: L**

LAW: (claims in excess of \$50,000)

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

ANSWER IN LAW:

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

JURY DEMAND IN LAW:

6 MAN JURY	100.00	
12 MAN JURY	212.50	

**CASE CATEGORY CODE: LM**

LAW MAGISTRATE: (claims in excess of \$10,000 but not in excess of \$15,000)

Clerk	75.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	145.00

ANSWER: (claims not in excess of \$15,000)

Clerk	60.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	125.00

LAW MAGISTRATE: (claims in excess of \$15,000 but not in excess of \$50,000)

Clerk	160.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	230.00

ANSWER: (claims in excess of \$15,000)

Clerk	60.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	125.00

JURY DEMAND:

6 MAN JURY	100.00
12 MAN JURY	212.50

FORCIBLE ENTRY & DETAINER: (possession and/or rent not in excess of \$15,000)

Clerk	50.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		120.00

ANSWER IN FORCIBLE ENTRY & DETAINER: (amount not in excess of \$15,000)

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

FORCIBLE ENTRY & DETAINER: (possession and/or rent in excess of \$15,000)

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

ANSWER IN FORCIBLE ENTRY & DETAINER: (amount in excess of \$15,000)

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

ANSWER IN FORCIBLE ENTRY & DETAINER: (when plaintiff seeks possession only)

Clerk	50.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		115.00

CONFESSION OF JUDGMENT: (when the amount does not exceed \$1,500)

Clerk	50.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		120.00

CONFESSION OF JUDGMENT: (when the amount exceeds \$1,500 but not \$15,000)

Clerk	115.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		185.00

CONFESSION OF JUDGMENT: (when the amount exceeds \$15,000)

Clerk	200.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		270.00

**CASE CATEGORY CODE: SC**

SMALL CLAIMS: (claims not in excess of \$250)

Clerk	10.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	80.00

SMALL CLAIMS: (claims in excess of \$250 but not \$500)

Clerk	20.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	90.00

SMALL CLAIMS: (claims in excess of \$500 but not \$2,500)

Clerk	40.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	110.00

SMALL CLAIMS: (claims in excess of \$2,500 but not \$10,000)

Clerk	75.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	145.00

ANSWER IN SMALL CLAIMS: (claims not in excess of \$1,500)

Clerk	30.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		95.00

ANSWER IN SMALL CLAIMS: (claims in excess of \$1,500 but not \$10,000)

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

JURY DEMAND IN SMALL CLAIMS: (Supreme Court Rule 285)

6 MAN JURY	12.50	
12 MAN JURY	25.00	

IN-COUNTY SERVICE OF SUMMONS BY CERTIFIED MAIL: (Supreme Court Rule 284)  
\$2.00 plus the costs of mailing

**CASE CATEGORY CODE: D**

DISSOLUTION OF MARRIAGE:

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

ANSWER FEE:

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

**CASE CATEGORY CODE: AD**

ADOPTION:

Clerk	65.00	
TOTAL:		65.00

**CASE CATEGORY CODE: F**

PATERNITY:

Clerk	40.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		110.00

ANSWER FEE:

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

PETITION FOR MARRIAGE LICENSE (minor), NOTICE TO PUTATIVE FATHER,  
DECLARATION OF PATERNITY:

Clerk	10.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		80.00

PETITION TO ESTABLISH PARENT AND CHILD RELATIONSHIP BY CONSENT  
OF PARTIES PER 750 ILCS 45/6(b):

NO FEE

**CASE CATEGORY CODE: P**

ADMINISTRATION OF THE ESTATE OF A DECEDENT (WHETHER TESTATE OR OF  
INTESTATE) OR OF A MISSING PERSON:

Clerk	150.00
Guardianship Adv. Fund	95.00
Clerk Op. Fund	5.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	320.00

WHEN THE VALUE OF THE REAL AND PERSONAL PROPERTY DOES NOT  
EXCEED \$15,000:

Clerk	40.00
Guardianship Adv. Fund	95.00
Clerk Op. Fund	5.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	210.00

WHEN PROOF OF HEIRSHIP ALONE IS MADE; A DOMESTIC OR FOREIGN WILL  
IS ADMITTED TO PROBATE WITHOUT ADMINISTRATION (INCLUDING PROOF OF  
HEIRSHIP); LETTERS OF OFFICE ARE ISSUED FOR A PARTICULAR PURPOSE  
WITHOUT ADMINISTRATION OF THE ESTATE:

Clerk	40.00
Guardianship Adv. Fund	95.00
Clerk Op. Fund	5.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	210.00

PETITION TO SELL REAL ESTATE: 50.00

GUARDIANSHIP OF ESTATE OR ESTATE & PERSON:

Clerk	75.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		145.00

GUARDIANSHIP OF ESTATE, WHEN THE VALUE OF THE REAL AND PERSONAL PROPERTY DOES NOT EXCEED \$15,000:

Clerk	40.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		110.00

GUARDIANSHIP OF PERSON OR PERSONS ONLY:

Clerk	20.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		90.00

LETTERS OF OFFICE IN THE ESTATE OF A WARD WITHOUT ADMINISTRATION OF THE ESTATE, INCLUDING FILING OR JOINING IN THE FILING OF A TAX RETURN OR RELEASING A MORTGAGE OR CONSENTING TO THE MARRIAGE OF THE WARD:

Clerk	20.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		90.00

FOR EACH ACCOUNT (OTHER THAN ONE FINAL ACCOUNT) FILED IN THE ESTATE OF THE DECEDENT, OR WARD: \$10.00

FOR FILING A CLAIM IN AN ESTATE, PROVIDED THAT THE COURT IN ALLOWING A CLAIM MAY ADD TO THE AMOUNT ALLOWED THE FILING FEE PAID BY THE CLAIMANT:

CLAIM IS LESS THAN \$150: NO FEE  
CLAIM IS \$150 OR MORE: \$10.00

FOR FILING IN AN ESTATE A CLAIM, PETITION, OR SUPPLEMENTAL PROCEEDING BASED UPON AN ACTION SEEKING EQUITABLE RELIEF INCLUDING THE CONSTRUCTION OR CONTEST OF A WILL, ENFORCEMENT OF A CONTRACT TO MAKE A WILL, AND PROCEEDINGS INVOLVING TESTAMENTARY TRUSTS OR THE APPOINTMENT OF TESTAMENTARY TRUSTEES: \$60.00

FOR FILING THE APPEARANCE OF ANY PERSON OR PERSONS, (EXCEPT FOR THE PURPOSE OF CONSENT, OR THE APPEARANCE OF AN EXECUTOR, ADMINISTRATOR, ADMINISTRATOR TO COLLECT, GUARDIAN, GUARDIAN AD LITEM, OR SPECIAL ADMINISTRATOR):

Clerk	30.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		95.00

FOR EACH JURY DEMAND: \$135.00

LETTERS OF OFFICE (each): \$2.00

FOR EACH CERTIFIED COPY OF COURT ORDER OR OTHER CERTIFICATION: \$2.00

FOR EACH EXEMPLIFICATION (PLUS THE FEE FOR CERTIFICATION): \$2.00

**CASE CATEGORY CODE: CH**

CHANCERY/FORECLOSURE (residential real estate):

**Tier 1 (175 or more foreclosure complaints)**

Clerk	160.00
Foreclosure Prev. Fund	50.00
FPP Graduated Fund	142.86
Abandoned Res. Prop. Fund	357.14
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>780.00</b>

**Tier 2 (between 50 and 174 foreclosure complaints)**

Clerk	160.00
Foreclosure Prev. Fund	50.00
FPP Graduated Fund	71.43
Abandoned Res. Prop. Fund	178.57
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>530.00</b>

**Tier 3 (49 or fewer foreclosure complaints)**

Clerk	160.00
Foreclosure Prev. Fund	50.00
FPP Graduated Fund	14.29
Abandoned Res. Prop. Fund	35.71
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>330.00</b>

ANSWER:

Clerk	60.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>125.00</b>

CHANCERY/FORECLOSURE (commercial real estate):

Clerk	160.00
Automation	5.00
Court	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>230.00</b>

ANSWER:

Clerk	60.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>125.00</b>

**CASE CATEGORY CODE: TX**

PETITION FOR TAX DEED (only one parcel):

Clerk	200.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>270.00</b>

(EACH ADDITIONAL PARCEL ADD \$60.00)

TAX OBJECTION COMPLAINT (FOR EACH TAX OBJECTION COMPLAINT CONTAINING ONE OR MORE TAX OBJECTIONS, REGARDLESS OF THE NUMBER OF PARCELS INVOLVED OR THE NUMBER OF TAXPAYERS JOINING ON THE COMPLAINT):

Clerk	50.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
<b>TOTAL:</b>	<b>120.00</b>

**CASE CATEGORY CODE: ED**

EMINENT DOMAIN:

Clerk	150.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		220.00

(FOR EACH ADDITIONAL LOT OR TRACT OF LAND OR RIGHT OR INTEREST THEREIN SUBJECT TO BE CONDEMNED, THE DAMAGES IN RESPECT TO WHICH SHALL REQUIRE SEPARATE ASSESSMENT BY A JURY, \$150.00)

**CASE CATEGORY CODE: MC**

ANNEXATIONS OR DISCONNECTIONS:

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

INCORPORATIONS OR ORGANIZATIONS:

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

ANSWER:

Clerk	60.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		125.00

**CASE CATEGORY CODE: MR**

CHANGE OF NAME:

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

HABEAS CORPUS:

Clerk	160.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		230.00

ADMINISTRATIVE REVIEW:

Clerk	160.00	
Court	5.00	
Security	25.00	
TOTAL:		190.00

**CASE CATEGORY CODE: MH**

COMMITMENT PETITIONS UNDER THE MENTAL HEALTH AND DEVELOPMENTAL DISABILITIES CODE AND FOR FILING A TRANSCRIPT OF COMMITMENT PROCEEDINGS HELD IN ANOTHER COUNTY:

Clerk	50.00	
Court	5.00	
Automation	5.00	
Library	20.00	
Security	25.00	
Document	15.00	
TOTAL:		120.00



CASES REMANDED TO THE CIRCUIT COURT FROM THE SUPREME COURT OR  
THE APPELLATE COURT: NO FEE

RECORD SEARCH: \$6.00/YEAR SEARCHED

HARD COPY PRINT OUTPUT FROM AUTOMATED SYSTEM:  
\$6.00/PAGE

ALIAS SUMMONS: \$5.00

EXPUNGEMENT PETITION:

Clerk	60.00
Court	5.00
Automation	5.00
Library	20.00
Security	25.00
Document	15.00
TOTAL:	130.00

(ADDITIONAL \$4.00 FOR EACH CERTIFIED COPY OF AN ORDER TO EXPUNGE)  
(separate check to ILLINOIS STATE POLICE for \$60.00 required)

FILING TRANSCRIPT OF JUDGMENT: ORIGINAL FILING FEE

CHANGE OF VENUE FROM ANOTHER COUNTY: ORIGINAL FILING FEE

PREPARATION AND CERTIFICATION OF A RECORD ON A CHANGE OF VENUE  
TO ANOTHER JURISDICTION, WHEN ORIGINAL DOCUMENTS ARE FORWARDED:  
\$40.00

**CRIMINAL & QUASI-CRIMINAL FEES:**

MOTIONS TO VACATE OR AMEND FINAL ORDERS: 40.00

MOTIONS TO VACATE BOND FORFEITURE ORDERS: 40.00

MOTIONS TO VACATE EX PARTE JUDGMENTS: 40.00

MOTIONS TO VACATE JUDGMENT ON FORFEITURES: 40.00

MOTIONS TO VACATE "FAILURE TO APPEAR" OR "FAILURE TO COMPLY"  
NOTICES SENT TO THE SECRETARY OF STATE: 40.00

JURY FEE IN ORDINANCE VIOLATION CASES PUNISHABLE BY FINE ONLY:  
135.00