

**BATON ROUGE CITY COURT
233 ST. LOUIS STREET
P.O. BOX 3438
BATON ROUGE, LA 70821
(225) 389-3017**

EN BANC ORDER

CITY COURT OF THE CITY OF BATON ROUGE, LOUISIANA, SITTING EN BANC WITH THE HONORABLE LAURA P. DAVIS, ADMINISTRATIVE JUDGE PRESIDING, WAS OPENED PURSUANT TO ADJOURNMENT.

**CIVIL COURT COSTS SCHEDULE
(LSA R.S. 13:2002B)
(LSA R.S. 13:1910)
(LSA R.S. 13:1885)
(LSA R.S. 13:10.3)**

EFFECTIVE October 4, 2011

IT IS ORDERED THAT, effective October 4, 2011 the Clerk of Court/Administrator and City Constable are authorized to assess and collect advance costs in civil proceedings in accordance with the following fee schedule:

<u>Filing of or Service Rendered</u>	<u>Deposit Required</u>	<u>Additional Deposit</u>
New Suit	\$140.50 one defendant	\$30.00 per add'l def. (see add'l info)
Eviction (Must be in Parish Limits)	\$120.50 one defendant	\$10.00 per add'l def.
Reissue of Eviction	\$120.00 different address \$ 35.00 same address	\$10.00 per add'l def. \$10.00 per add'l def
Executory Process (Writ of Seizure and Sale)	\$140.50 one defendant	\$30.00 per add'l def. (see add'l info)
Sequestration	\$140.50 one defendant	\$30.00 per add'l def. \$125.00 Storage Fee may be required (see add'l info)
Temporary Restraining Order/ Writ of Injunction	\$140.50 one defendant	\$30.00 per add'l def. (see add'l info)
Motion and Order to Show Cause (Leased Movables)	\$140.50 one defendant	\$30.00 per add'l def. (see add'l info)
Petition to make Judgment Executory - (other than Garnishment)	\$140.00 one defendant	\$30.00 per add'l def. (see add'l info)
Answer and Reconventional Demand Answer and Third Party Demand Cross Claim and Intervention	\$140.50 one defendant	\$30.00 per add'l def. (see add'l info)
Petition for Deficiency Judgment (following Seizure and Sale under executory process)	\$140.00	\$30.00 per add'l def. (see add'l info)

<u>Filing of or Service Rendered</u>	<u>Deposit Required</u>	<u>Additional Deposit</u>
Curator, appointed by the Court (Other expenses must be submitted by Affidavit to Judge)	\$150.00 Curator Fee	and cost of service of pleadings
Fi Fa to Constable	\$50.00	\$20.00 per add'l service \$125.00 Storage Fee shall be required per vehicle. (Cash, money order, or cashier's check only.)
Fi Fa to Sheriff	\$25.00	(see add'l info)
Garnishment	\$140.00 (includes \$15.00 for atty. answering interrogatories)	(see add'l info)
Judgment Debtor Rule	\$70.00 one defendant	\$30.00 per add'l service (see add'l info)
Motion for Summary Judgment	\$70.00 one defendant	\$30.00 per add'l service (see add'l info)
Reissue of Judgment	\$35.00 per service	(see add'l info)
Service by Private Process Server	\$35.00 per service	Cost of reissue of documents
Subpoena	\$50.00 per service	\$40.00 deposit for each law enforcement officer, R.S. 13:3662 (see add'l info)
Subpoena Duces Tecum	\$50.00 per service	\$40.00 deposit for each law enforcement officer, R.S. 13:3662 (see add'l info)
Petition for Nullity of Judgment Interrogatories to be Served Motion for Petition for New Trial Reissue Citation and Petition Request for Admission of Facts to be served Rules (Nisi; Pro-Confesso; Etc.) Supplemental and Amending Petition Petition to amend Judgment Petition to Revive Judgment Reissue of Garnishment (address change only) Any other pleading that requires service	\$70.00 one defendant (see add'l info)	\$30.00 per add'l def. (see add'l info)

<u>Filing of or Service Rendered</u>	<u>Deposit Required</u>	<u>Additional Deposit</u>
Act of Congress	\$11.00	
Cost of Certified Copies	\$1.00 per page	
Cost of Copies	\$.50 per page	
Cost of Transcripts (Already Prepared)	\$.50 per page	
Preparation of Transcript (For Appeal & On Request)	\$2.50 per page	
Deposit for Special Transcript Request (Non-Appeal)	\$50.00	
Motion or Petition for Appeal	Contact Appeals Division (225) 389-5256, Room 105	
Credit Card Surcharge (La.R.S. 13:1898C.)	5% of payment	
Filing of certain documents in record with no service	No Charge	
Cost of copies of suit transferred to another court	\$.50 per page	
Computer Reports	\$20.00 per computer disc; \$10.00 via E-Mail (per report)	
Fax Filing Transmission Fee	\$5.00	
Record or Judgment Verification (Optional manual or computer search by requesting party available at site without expense.)	\$20.00	
Mortgage Records/Judgment Recordation Fee	\$10.00	
Small Claim Suit Claiming \$3,000.00 or less (LSA R.S. 13:5200)	\$67.00 one defendant	\$35.00 per add'l def.
Small Claims Reconventional Demand, etc.	\$67.00 one defendant	\$35.00 per add'l def.
Small Claims Transfer to Regular Court	\$50.00	
Small Claims Supplemental and Amending Petition (other than additional defendant)	\$20.00 per service	
Small Claims Reissue of Statement of Claim and Citation	\$20.00 per defendant	
Small Claims Subpoena	\$20.00 per service	\$40.00 deposit for each law enforcement officer, R.S. 13:3662 (see add'l info)
Small Claims Reissue of Judgment	\$20.00 per service	(see add'l info)


ADDITIONAL INFORMATION

1. All payments to the East Baton Rouge Parish Sheriff's Office (EBRPSO), Secretary of State (SOS), or other outside agencies must be made by check or money order – CASH PAYMENTS NOT ACCEPTED.
2. Any SERVICE, except small claims suits, on the SECRETARY OF STATE, requires a \$25.00 check made payable to the SECRETARY OF STATE AND a separate check in the sum of \$29.36 made payable to EBRPSO.
3. Prior to filing a Garnishment Petition that has to be served by the East Baton Rouge Parish Sheriff's Office, please contact their office at (225) 389-4818 for filing fees.
4. Any SERVICE OUT-OF-CITY-LIMITS but within EBRP requires a check made payable to EBRPSO. Cost varies according to zip code.
5. Any SERVICE OUT OF THE PARISH will cost \$60.00 in addition to the filing fee, except for those parishes requiring a check payable to that parish. Please call the Sheriff's Office of the parish in which service is being requested.
6. East Baton Rouge Sheriff's Office requires a deposit payable to EBRPSO prior to the execution of Writ of Fi Fa, Writ of Seizure and Sale, Writ of Sequestration, and Writ of Attachment. The deposit amounts are either \$125.00 or \$1,000.00 and are determined based upon the type of writ being processed. Please contact the East Baton Rouge Parish Sheriff's Office at (225) 389-4818 for the deposit amount required.
7. Any SERVICE to be made by the Sheriff of Jefferson Parish requires a \$40.00 check payable to the Sheriff of Jefferson Parish. Garnishments will not be accepted by the Sheriff's Office. Deposits for seizures are: Automobiles \$700; Real Estate \$1,700. (Payable to Sheriff of Jefferson Parish). Any Garnishments to be served in Jefferson Parish (other than Metairie) – please contact the Jefferson Parish Sheriff's Office to determine the proper serving authority for your garnishment pleadings. After determining the correct serving agent, supply the Civil Office with fees associated with the cost of the garnishment. Only business or attorney checks are accepted.
8. Any SERVICE to be made in the City of Metairie requires a \$35.00 check made payable to Constable Dan Civello.
9. Any SERVICE to be made in the City of New Orleans requires a \$20.00 check made payable to Constable, First City Court.
10. Please note that the prices are subject to change for any Constable or Sheriff's Office.

IT IS FURTHER ORDERED THAT the Clerk of Court/Administrator shall publish and disseminate the current Civil Court Costs Schedule within the local legal community and maintain copies of same in his offices for distribution.

IT IS FURTHER ORDERED THAT all civil costs collected by the Clerk of Court/Administrator and/or City Constable shall be remitted without delay to the City-Parish Finance Department Director.

BATON ROUGE, LOUISIANA, this 11th day of October, 2011.



LAURA P. DAVIS, JUDGE, DIV. A



KELLI TERRELL TEMPLE, JUDGE, DIV. B



ALEX "BRICK" WALL, JUDGE, DIV. C



YVETTE M. ALEXANDER, JUDGE, DIV. D



SUZAN S. PONDER, JUDGE, DIV. E

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