



### Onondaga County Sheriff's Office Civil Process Division Fee Schedule

<u>Paper Type</u>	<u>No. Copies</u>	<u>Fee</u>	<u>Additional Information</u>
Arrest Orders	Original + 1 copy	\$55.00 + Double Mileage	Additional \$20 if prisoner is to be committed to jail
Citation	2 copies	\$16.00 + Mileage	
Eviction	Original + 3 copies per party being served per caption	\$110.00 + Double Mileage	Add \$20 per additional party to be evicted
Information Subpoena	Original + 2 copies	\$16.00 + Mileage	Please include a self-addressed stamped envelope
Income Execution 1 <sup>st</sup> stage only	Original + 5 copies	\$45.00	Copy of Judgment
Income Execution 2 <sup>nd</sup> stage only	Original + 3 copies	\$45.00	Needs 1 <sup>st</sup> stage sheriffs return and Copy of Judgment
Income Execution both 1 <sup>st</sup> and 2 <sup>nd</sup> stage	Original + 5 copies	\$80.00	Copy of Judgment
Miscellaneous Paper	2 copies	\$16.00 + Mileage	
Notice of Petition and Petition (must serve both)	Original + 3 copies per party being served	\$55.00 <i>Per Party</i> being served + Mileage	
Notice to Appear	2 Copies	\$16.00 + Mileage	
Order of Attachment	Original + 3 copies	To serve Garnishee \$115 + Mileage To serve Defendant \$45.00 + Mileage Additional Levies \$40.00 + Mileage	
Order of Seizure	Original + 2 copies	\$90.00 + Double Mileage	Separate check of \$500.00 for advance expenses plus proof of ownership
Order to Show Cause	2 copies	\$46.00 <i>Per Party</i> + Mileage	
Orders & Mandates	2 copies	\$46.00 + Mileage	
Property Execution Auto	Original + 2 copies	\$85.00 + Double Mileage	Separate check for advance expenses (i.e. storage) of \$500.00 Copy of Title (first \$4,550 exempt)
Property Execution Real	Original + 2 copies	\$100.00 + Double Mileage	Separate check for advance expenses of \$1,500.00 Copy of Title (first \$4,550 exempt)
Property Execution Milk Checks	Original + 2 copies	\$70.00 + Mileage	On all intangible items (you can't touch, can't take with you)
Property Execution Cash Drawers	Original + 2 copies	\$85.00 + Double Mileage	On all tangible items (you can touch and take with you)
Property Execution with Notice to Garnishee—Bank (Individual or DBA)	Original + 2 copies	\$115.00 + Mileage	Need 2 Exemption Claim forms and 1 Exemption Notice per each copy (first \$2,850 exempt)

Property Execution Rents	Original +2 copies	\$70.00 + Mileage	
Property Executions Equipment	Original + 2 copies	\$85.00 + Double Mileage	Separate check for advance expenses of \$500.00 Need list of all equipment and serial numbers
Property Execution General Demand	Original + 2 copies	\$70.00 + Mileage	
Quit Claim/Sheriff's Deed	Original & Order	\$20.00	
Subpoena	2 copies	\$16.00 + Mileage	(Criminal matters are no charge)
Subpoena for a Deputy	2 copies	\$15.00 Payable to OCSO for Family Court Matters No charge for Criminal Matters	
Subpoena - Hospitals	2 copies	\$16.00 + Mileage	Serve at least 3 days prior to court date
Subpoena – OCSO Records	2 copies	\$16.00	Judge must sign
Summons – Matrimonial	2 copies	\$16.00 + Mileage	
Summons & Complaint	2 copies	\$16.00 + Mileage	
Summons & Petition	2 copies	\$16.00 + Mileage	

Revised 1/3/2020

**ONONDAGA COUNTY SHERIFF'S OFFICE**  
**2021 CIVIL DIVISION MILEAGE CHART (In Dollars)**

Zip Code	Mileage
13027 Baldwinsville	14.56
13029 Brewerton	15.58
13030 Bridgeport	14.90
13031 Camillus	9.98
13039 Cicero	10.86
13041 Clay	12.20
13057 East Syracuse	4.70
13060 Elbridge	18.36
13063 Fabius	21.62
13066 Fayetteville	8.52
13078 Jamesville	7.72
13080 Jordan	21.38
13082 Kirkville	12.76
13084 Lafayette	12.76
13088 Liverpool	6.72
13090 Liverpool	8.74
13104 Manlius	10.52

Zip Code	Mileage
13108 Marcellus	13.54
13110 Marietta	19.04
13112 Memphis	18.04
13116 Minoa	9.74
13118 Moravia	25.54
13119 Mottville	20.82
13120 Nedrow	5.60
13135 Phoenix	17.58
13138 Pompey	31.60
13141 Preble	23.30
13152 Skaneateles	20.28
13153 Skaneateles Falls	18.26
13159 Tully	20.28
13164 Warners	10.86
13201 Syracuse	0.34
13202 Syracuse	1.00
13203 Syracuse	2.12

Zip Code	Mileage
13204 Syracuse	2.92
13205 Syracuse	2.58
13206 Syracuse	3.14
13207 Syracuse	4.92
13208 Syracuse	2.02
13209 Solvay	4.48
13210 University	1.00
13211 Mattydale	4.36
13212 North Syracuse	7.62
13214 Dewitt	4.92
13215 Onondaga Hill	4.48
13219 Geddes	6.38
13224 Dewitt	3.92
13244 University	2.68
13261 Federal Bldg	0.44
13290 Destiny USA	2.68

*Revised 12/28/20*

\* As more than one deputy is required for service, the mileage fee will be doubled for the following types of services:  
Eviction Warrant, Arrest Warrant, Order of Seizure, Property Execution (Tangible)