



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	\$71.00 + Double Mileage	Additional \$30.00 if prisoner is to be committed to jail
Citation	2 copies	\$21.00 + Mileage	
Eviction Warrant and Writ of Assistance	Original + 4 copies per party being served per caption	\$113.86 + Double Mileage	Additional \$23.86 per additional party to be served
Notice to Tenant (To include Written Demand for Past Due Rent)	4 Copies	\$29.86 + Mileage	Additional \$26.00 per additional party to be served
Information Subpoena	Original + 2 copies Include Self-Addressed stamped envelope	\$21.00 + Mileage	
Income Execution 1st stage only	Original + 5 copies	\$63.86	Require copy of Judgment
Income Execution 2nd stage only	Original + 3 copies	\$63.86	Requires 1st stage Sheriffs Return And Copy of Judgment
Income Execution both 1st and 2nd stage	Original + 5 copies	\$112.72	Requires Copy of Judgment
Miscellaneous Paper	2 copies	\$21.00 + Mileage	

Notice of Petition and Petition-Real Property Actions (must serve both)	Original + 3 copies per party being served	\$ 61.00 + Mileage	Additional \$40.00 per additional party being served
Notice to Appear	2 Copies	\$21.00 + Mileage	
Order of Attachment	Original + 3 copies	To serve Garnishee - \$90.00 + Mileage To serve Defendant - \$60.00 + Mileage	Additional Levies - \$50.00 + Mileage
Order of Seizure or Replevin Order	Original + 2 copies	\$135.00 + Double Mileage	Separate check of \$500.00 for advance expenses plus proof of ownership If serving with Summons and Complaint: Add \$20.00 Each Additional Service: Add \$20.00
Order to Show Cause	2 copies	\$56.00 <i>Per Party</i> + Mileage	
Orders & Mandates	2 copies	\$56.00 <i>Per Party being served</i> + Mileage	
Property Execution - (Automobile or Equipment)	Original + 2 copies	\$135.00 + Double Mileage	Separate check for advance expenses (i.e. storage) of \$500.00 Copy of Title (first \$4,550 exempt)
Property Execution - (Real Property)	Original + 2 copies	\$140.00 + Double Mileage	Separate check for advance expenses of \$1,500.00 Copy of Title (first \$4,825 exempt)
Property Execution - (Milk Checks)	Original + 2 copies	\$75.00 + Mileage	
Property Execution - (Cash Drawers)	Original + 2 copies	\$75.00 + Double Mileage	

Property Execution with Notice to Garnishee (Individual or DBA Account) - (Bank Account)	Original +2 copies	\$115.00 + Mileage	Need 2 Exemption Claim forms and 1 Exemption Notice per each copy (first \$3,425 exempt)
Property Execution with Notice to Garnishee-Bank (Corporate Account)	Original +2 copies	\$75.00 + Mileage	(first \$3,425 exempt)
Property Execution - (Rents)	Original +2 copies	\$75.00 + Mileage	
Property Executions - (Equipment)	Original + 2 copies	\$135.00 + Double Mileage	Require separate check for advance expenses of \$500.00 Need list of all equipment and serial numbers
Property Execution - (General Demand)	Original + 2 copies	\$75.00 + Mileage	
Quit Claim/Sheriff's Deed CPLR 5107	Original & Order	\$55.00	Required to include NYS TP-584 Combined Transfer Gains Tax Affidavit, NYS RP-217 Transfer Report
Subpoena	2 copies	\$21.00 + Mileage	
Subpoena for a Deputy	2 copies	No Fee	
Subpoena - Hospitals	2 copies	\$21.00 + Mileage	Serve at least 3 days prior to court date

Subpoena – OCSO Records	2 copies	No Fee	Required to be signed by Judge
Summons – Matrimonial	2 copies	\$21.00 + Mileage	
Summons & Complaint	2 copies	\$21.00 + Mileage	
Summons & Petition	2 copies	\$21.00 + Mileage	