

# Prothonotary

## Washington County, Pennsylvania

Phyllis Ranko Matheny, Prothonotary  
 Washington County Courthouse  
 Washington, PA 15301



Phone: (724) 228-6770  
 Fax: (724) 229-5913  
**(filings not accepted by fax)**

### FEE SCHEDULE effective January 1, 2011

<p><b>ACKNOWLEDGE</b>                  Sheriff Deeds .....<b>12.00</b></p> <p><b>APPEAL</b> from District                  Justice .....<b>107.75</b></p> <p><b>APPEAL</b> to Higher Court                  Pay Wash. Co. Prthy .....<b>47.00</b>                  Pay Higher Court .....<b>73.50</b></p> <p><b>ARBITRATION</b> referral of                  existing case .....<b>23.00</b></p> <p><b>ASSIGNMENTS</b> .....<b>7.00</b></p> <p><b>CERTIFICATION</b> of District                  Justice or Notary Public .....<b>3.00</b></p> <p><b>CERTIFICATION</b>  <b>JUDGMENT</b> .....<b>14.50</b></p> <p><b>EXEMPLIFICATION OF RECORD</b>                  .....<b>19.50</b>                  Prepare Cert .....<b>10.00</b>                  Extra Docket Pages.....<b>3.00</b>                  Prepare Exemp .....<b>15.00</b>                  Additional Pages Copied .....<b>1.50</b></p> <p><b>CERTIFYING</b>                  Copies Furnished .....<b>4.50</b>                  Making copies, per page .....<b>1.50</b></p> <p><b>COMMENCEMENT OF ACTION</b>                  Arbitration Complaint. ....<b>131.00</b>                  Petition .....<b>107.50</b>                  Complaint or Summons .....<b>108.00</b>                  letter of Attorney .....<b>3.50</b>                  Revocation of Names .....<b>2.00</b>                  (Add \$.50 for name after 3)</p> <p>Continue Arbitration Hearing.....<b>25.00</b></p>	<p><b>COPY</b> First docket page .....<b>4.50</b>                  Each additional docket page .....<b>1.50</b>                  Each Pleading Page ..... <b>1.50</b></p> <p><b>DIVORCE</b> (Fees by # Counts: Alimony,                  API, Costs Counsel fees, Custody,                  Visitation, Equitable Distribution,                  Exclusive Possession, Injunction,                  Support)                  One ..... <b>188.00</b>                  Two ..... <b>229.50</b>                  Three..... <b>271.00</b>                  Four. .... <b>312.50</b>                  Five ..... <b>354.00</b>                  Six ..... <b>395.50</b>                  Seven.....<b>437.00</b>                  Add \$ 7.50 Custody Claim                  Custody/Visitation Petition.....<b>300.00</b>                  Custody/Vis. Complaint.....<b>300.50</b>                  Custody Conf. Officer only .....<b>185.00</b></p> <p><b>DIVORCE MASTER</b>                  Quarter Day .... "Additional"..... <b>108.75</b>                  Half Day ..... "Additional"..... <b>217.50</b>                  Full Day ..... "Initial Filing" .....<b>435.00</b></p> <p><b>EXECUTIONS</b>...<i>New or Retype</i>..... <b>23.00</b>                  Reissue or Reseal ..... <b>23.00</b>                  From Another County ..... <b>23.00</b></p> <p><b>JUDGMENTS</b>                  From Final Decree ..... <b>14.00</b>                  Judgment Roll. .... <b>14.00</b>                  From District Justice ..... <b>19.25</b>                  Petition to Open or Strike ..... <b>107.50</b></p> <p><b>LIENS</b> Municipal, Mechanics &amp;,                  Federal ..... <b>19.00</b>                  Commonwealth or Cert. Copy ..... <b>19.50</b></p>	<p><b>NO LIEN AGREEMENT</b> .....<b>20.00</b></p> <p><b>NOTARY PUBLIC SIGNATURE</b> .....<b>3.00</b></p> <p><b>PERSONAL PROPERTY TAX</b> .... <b>14.00</b>  <b>SATISFACTION</b> ..... <b>7.00</b></p> <p><b>QUIET TITLE ACTION</b>                  Condemnation ..... <b>108.00</b>                  Declaration of Taking.....<b>108.00</b></p> <p><b>RECORDING</b> any paper report                  Account of Document not                  Provided ..... <b>7.00</b></p> <p><b>RELEASES</b> ..... <b>7.00</b></p> <p><b>REVIVALS</b>                  Adverse Proceedings .....<b>23.00</b>                  Amicable Proceedings ..... <b>14.00</b>                  Judgments ..... <b>14.00</b>                  Suggestion &amp; Averments .....<b>14.00</b>                  Suggestion continuing lien                  not Judgment.. .....<b>14.00</b></p> <p><b>SATISFACTIONS</b> ..... <b>7.00</b></p> <p><b>SETTLE &amp; DISCONTINUE</b> .....<b>7.00</b></p> <p><b>SUBORDINATION &amp;                  POSTPONEMENT</b> .....<b>7.00</b></p> <p><b>SUBPOENA</b> ..... <b>3.00</b></p> <p><b>VENUE CHANGE</b>                  To other county ..... <b>15.00</b></p> <p><b>VIEWERS</b>, Petition for                  (new docket #).....<b>107.50</b></p>
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The Prothonotary shall not be required to enter Suit, Action, Order of the Court or Judgment thereon or perform any service whatsoever until the requisite fee is paid.  
 Effective 01/01/1966

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### DIVORCE FEES effective January 1, 2011

**NOTE: Add \$7.50 to any divorce containing custody!!!!!!!!!!**

COUNTS	ADMIN	REVENUE	STATE	COMM.	JCPF	\$18.00 Per Additional Count. after the initial count.	AUTOMATION FEE	TOTAL
<b>ONE (1)</b>	<b>79.00</b>	<b>70.00</b>	<b>.50</b>	<b>10.00</b>	<b>23.50</b>	-----	<b>5.00</b>	<b>\$188.00</b>
TWO (2)	79.00	70.00	.50	10.00	47.00	18.00	5.00	229.50
<b>THREE (3)</b>	<b>79.00</b>	<b>70.00</b>	<b>.50</b>	<b>10.00</b>	<b>70.50</b>	<b>36.00</b>	<b>5.00</b>	<b>271.00</b>
FOUR (4)	79.00	70.00	.50	10.00	94.00	54.00	5.00	312.50
<b>FIVE (5)</b>	<b>79.00</b>	<b>70.00</b>	<b>.50</b>	<b>10.00</b>	<b>117.50</b>	<b>72.00</b>	<b>5.00</b>	<b>354.00</b>
SIX (6)	79.00	70.00	.50	10.00	141.00	90.00	5.00	395.50
<b>SEVEN (7)</b>	<b>79.00</b>	<b>70.00</b>	<b>.50</b>	<b>10.00</b>	<b>164.50</b>	<b>108.00</b>	<b>5.00</b>	<b>437.00</b>

The \$41.50 Per Count Divorce & JCPF Fee must be collected on each actual separate count, rather than how an attorney arbitrarily numbers, or fails to number the counts. Local court rules state count should be numbered and fees collected on additional counts, even on counterclaims.

ALIMONY

ALIMONY PENDENTE LITE (APL)

COSTS & EXPENSES

COUNSEL FEES

CUSTODY OR CUSTODY & VISITATION PLUS \$7.50 EXTRA FOR CUSTODY COUNT

EQUITABLE DISTRIBUTION

EXCLUSIVE POSSESSION

INJUNCTION RELIEF

SUPPORT

<b>DIVORCE MASTER FEES</b>	
Full Day .....	"Initial Filing".....435.00
Half Day.....	"Additional Partial Day".....217.50
Quarter Day.....	"Additional Partial Day".....108.75
Custody Petition .....	300.00
Custody Complaint.....	300.50
<b>(Includes Conference Officer)</b>	