

CLERK OF COURT FILINGS

Answers - Original w/ Proof of Service

Appeal (Summary) - Duplicate form - \$49 filing fee.

Appeal (Superior Court)-B Original w/ 1 copy. \$70.50 filing fee & \$73.50 fee for Superior Court.

Appearances - Original w/2 copies.

Bail Petitions - Original w/4 copies. **Filing Fee may apply.***

Briefs - Original w/2 copies & proof of service.

Capias (issued) - Original w/3 copies.

Capias (filed) - Original.

Change of Name Petition - \$21.50 filing fee.

Children & Youth Petitions/Orders - Original

Court Appointments - Original with number of copies listed on distribution list.

Miscellaneous motions w/o common pleas docket number - Original w/ 3 copies. **Filing Fee may apply.***

Dismissal of Bench Warrant/Capias - Original w/ 6 copies.

Expungements - Original w/ 14 copies. \$36.75 filing fee.

Firearms Appeal - Original w/ 3 copies. \$32.50 filing fee.

Informations - Original w/ 1 copy.

Juvenile Petition/Motion/Orders - Original w/ 2 copies.

Liquor License Appeals - Original w/ 3 copies. \$38.00 filing fee.

MDJ Orders/Appointments/Assignments - Original with number of copies listed on distribution list.

Memorandum of Law -Original w/ proof of service.

Motion to Make Rule Absolute - Original w/ 3 copies.

Motion for Trial Continuances - Original w/ 3 copies.

Motion to Modify Sentence - Original w/ 3 copies.

Motion to Withdraw Guilty Plea - Original w/ 3 copies.

Notice of Alibi Defense - Original w/ proof of service.

Notice of Court Hearings - Original with number of copies listed on distribution list.

Notice of Insanity Defense - Original w/ proof of service.

Notice of Intent to Seek Mandatory Sentencing - Original w/ proof of service.

Omnibus Pretrial Motions - Original w/ 3 copies. **Filing Fee may apply.***

Opinions -Original w/ 2 copies.

Post Conviction Collateral Relief - Original w/ 3 copies.

Post Sentence Motion - Original w/ 3 copies.

PSI - Original.

Remand to MDJ Petitions - Original w/ 4 copies.

Request for Bill of Particulars - Original w/ proof of service.

Request for Discovery - Original w/ proof of service.

Statement of Errors (Matters Complained of on Appeal) - Original w/ proof of service.

Status Orders - Original w/ 1 copy.

Waiver of Arraignments - Original w/ 2 copies.

Withdrawal of Entry of Appearance - Original w/4 copies.

Writ of Habeas Corpus (Release) - Original w/ proof of service.

Filing Fee may apply.*

Writ of Habeas Corpus (Transport) - Original w/ 3 copies.

Filing Fee may apply.*

***Filing Fee Reminders:**

- Filing fee will be charged during the pre-trial phase only if the case has not yet been forwarded to the Court of Common Pleas level.
- Filing fee will be charged for any miscellaneous paperwork. Ex: Constable/Tax Collector Bonds.
- Filing fee will be charged post-trial after the 30-day window for appeal.
- Exceptions apply to Pro Se defendants who have been granted IFP status, Court Appointed Attorneys, District Attorneys, Government appointed Solicitor and the Public Defender.
- Filing Fees are **NON-REFUNDABLE**
- All filings with multiple docket numbers require a copy for each docket number.