

IN THE CIRCUIT COURT OF CLAY COUNTY, MISSOURI
SEVENTH JUDICIAL CIRCUIT
Liberty, Missouri

ADMINISTRATIVE ORDER
Effective February 1, 2010

FILING DEPOSITS AND OTHER FEES
PAYABLE to CLAY COUNTY CIRCUIT CLERK
(Not applicable to Probate)

Most Regular Circuit Petitions.....	\$100.00, including library fee
Domestic Relations Petitions without children	\$132.00, including library fee
Domestic Relations Petitions with children	\$192.00, including library fee
Motion to Modify Divorce or Dissolutions without children , \$132.00, including library fee	
Motion to Modify Divorce or Dissolutions with children , ..	\$192.00, including library fee
Stipulated Motion to Modify	\$39.00
Stipulation of Emancipation	No Fee
Motions for Contempt.....	\$132.00
Family Access Motions.....	\$132.00
Adult Abuse	No Fee
Child Abuse	No Fee
Minor’s Settlements Ready for Immediate Disposition..... (Friendly Suits)	\$100.00, including library fee
Foreign Judgments	Service Fees Only
Change of Name and Correction of Birth Certificates..... (No Service) plus deposit for publication	\$100.00, including library fee \$ 55.00
Petitions for Review of Driver’s License Suspension or DOR trial de novo, plus service fees	\$100.00, including library fee
Revocation (assigned to Associate Circuit)	\$ 30.00 (<i>Checks made payable to COLE COUNTY SHERIFF</i>)

Warehouse License Applications.....\$100.00, including library fee
(No Service)

Other Civil Actions, which do not require service of process
.....\$100.00, including library fee

Adoptions.....\$480.00, including library fee
plus any additional costs for publication, registered mail, etc.

Adoptions (Adult).....\$180.00, including library fee
plus any additional costs for publication, registered mail, etc

Motions for Examination of Judgment Debtor, MotionService Fees Only
To Amend Pro Forma Decree, Application for Writ of
Scire Facias to Revive Judgment and other civil actions brought
back to court which are not Domestic Relations cases.

Change of Venue No docket fee

Notice of Appeal – Missouri Court of Appeals\$ 80.00

Trial de Novo from Municipal Court.....\$ 48.00
(Send filing fee and bond, if any bond, to Clay County Circuit Clerk)

PUBLICATION FEES

Deposit on publication for Dissolution.....\$100.00

Deposit on publication for Change of Name\$ 55.00
and Correction of Birth Certificates

Deposit on publication other actions.....\$100.00

Filing of Transcript of JudgmentNo Fee, *(Except if Clay
County judgment, \$5.00 fee for certified copy)*

Filing of Mechanic’s Lien \$5.00

PHOTO COPIES: 10 pages or less from a single file, per page\$.25
Minimum \$1.00
Plus Postage

PHOTO COPIES: more than 10 pages from one or more files, actual cost
of search and copying. ***Estimated on Request***

CERTIFIED/AUTHENTICATED COPIES.....\$ 5.00

Copies printed from microfilm	\$ 1.00 per page
Verified Application for Execution	
<i>(Check made payable to Clay County Sheriff or</i>	
<i>Out-of county sheriff)</i>	\$ 50.00 (If Clay County)
Financial Statements for Dissolution	
One (1) set per case	No Charge if picked up
One (1) set per case	\$ 1.00, if mailed
One (1) pad (10 sets)	\$ 2.50, if picked up
One (1) pad (10 sets)	\$ 5.00, if mailed

COURT RULES AVAILABLE AT circuit7.net

IF A COPY OBTAINED FROM THE CIRCUIT CLERK’S OFFICE

Court Rules	\$ 2.50, if picked up
.....	\$ 5.00, if mailed

Legal File for Appeals	
Photocopy fee	\$0.25 per page,
Certification	\$ 5.00, plus postage if
mailed.	

Appellant to notify Circuit Clerk as to how many copies of file to prepare.

SMALL CLAIMS

Filing fee	\$ 20.00, plus postage
<i>Service by certified mail for each defendant</i>	\$ 10.00

ASSOCIATE DIVISIONS

Filing fee	\$ 33.00
Rent and Possession filing fee	\$ 33.00
Hardship Driving petition	\$ 33.00
Refusal to take chemical test	\$ 33.00
Trial de Novo	\$45.00
Associate Certification to Circuit	\$67.00
Used Car Title	\$33.00
Judgment Debtor	Service Fees Only
Verified Application for Executions	
<i>Check made payable to Clay County Sheriff or</i>	
<i>Out-of county sheriff</i>	\$ 50.00 (If Clay County)

TIME PAYMENT FEE (see Local Court Rule 5.7)

\$25.00

Effective November 7, 2005

The Clerk shall impose a fee of twenty-five dollars on each person who fails to pay a court-ordered judgment, penalty, fine, sanction, court costs, restitution or juvenile monetary assessment within thirty (30) days of the date of the court imposed judgment, penalty, fine, sanction or court cost.

SO ORDERED this 11th day of January, 2010.

/s/ANTHONY REX GABBERT
Presiding Judge