

## **Rule 25. Security for Costs**

- (A) No action or proceeding for custody, parenting time, visitation, parental relations, or support will be accepted by the Clerk of Court for filing by a non-governmental agency unless the party or parties filing the action have first deposited a sum to secure the payment of costs except as otherwise provided by law. Each child constitutes a separate filing. Therefore, parties will be charged a filing fee for each child. Advance deposits shall be in accordance with the fee schedule posted in the clerk's office and on the juvenile court web site.
- (B) The fee schedule may include fees for case type-specific special programs and additional services.
- (C) In cases with multiple parties, the Clerk of Court may require the party requesting service to advance to the Clerk of Court an amount sufficient to cover the costs.
- (D) The use of a credit card to pay court costs is subject to a convenience fee of 2.5% of the transactional amount or a minimum of \$2.00, whichever is greater.
- (E) A service charge of \$45.00 shall be assessed when checks are presented to the court from accounts with insufficient funds.
- (F) A poverty affidavit filed in lieu of a cost deposit must state the reason for the inability to prepay costs, include supporting documentation as listed in the instructions for the poverty affidavit, and is subject to review when any subsequent motions are filed.
- (G) Costs must be paid for all photocopies including requests via subpoenas.
- (H) The Court reserves the right to modify the fee schedule as necessary and without notice.

12/21/2017