

**Court of Common Pleas
Fee Schedule**

Civil Cases	
Complaints:	
– Non-Foreclosure (up to 4 services)	\$325.00
– Foreclosure (up to 4 services)	550.00
5 th Service	35.00
Services over 5 (ea. service)	7.00
Jury Demand	270.00
Out of County Receiver or Plaintiff	30.00
Written Request for Certified	
Mail Service after Complaint filed	7.00
Court of Appeals	
All Actions	85.00
Domestic Relations	
Appointment of Appraiser	300.00
Divorce, Dissolution, Foreign Registration	275.00
Post Decree Motion	125.00
Post Decree Motion Involving Support	125.00
Miscellaneous	
Certificate of Judgment – Common Pleas	21.00
Certificate of Judgment – Foreign	5.00
Certificate of Judgment – Municipal	16.00
Execution (\$3 Execution, \$85 issue)	88.00
Execution Levy	88.00
Expungement	50.00
Foreign Judgment	38.00
Foreign Sheriff Fee	30.00
Garnishment – Bank	22.00
Garnishment – Personal Earnings	21.00
Land Registration	24.00
Motion for Appointment of Receiver	30.00
Notary Commission	5.00
Notary Verification	1.00
Praeipce for Levy of Execution	85.00
Praeipce for Order of Sale	750.00
Third Party Complaint, Counter-Claims, Cross-Claims & Intervening Complaints	75.00
Writ of Attachment, Replevin, Possession or Restitution	150.00

**Municipal Court – Civil
Fee Schedule**

Alias Summons (no service)	20.00
Amended Complaint (no service)	15.00
Assignment of Judgment	30.00
Attachment Before Judgment fee	1.00
Attachment Before Judgment	20.00
Bailiff Mileage fee	.40
BMV Suspension Appeal (no service)	116.00
Certificate of Judgment (Foreign Court)	20.00
Certified Copy	5.00
Civil Suit (without service)	90.00
Counterclaim (no service)	15.00
Cross Claim	15.00
Eviction (no service)	110.00
Service – Residence-Personal	30.00
Exemplified Copy	10.00
Garnishment Citation Fee	30.00
Garnishment -Non-wage (no service)	55.00
Garnishment -Wage (no service)	80.00
Judgment Debtor Citation or Attachment	30.00
Judgment Debtor Examination (no service)	30.00
Jury Deposit	300.00
Live Execution	70.00
Motion	5.00
New Service Certified Mail	10.00
New Sundries (security for costs)	40.00
Ordinary Mail Waiver	5.00
Ordinary Mail	5.00
Paper Execution	5.00
Praeipce for Certificate of Judgment	20.00
Praeipce for Notice to the judgment debtor	5.00
Registered Mail	10.00
Rent Escrow filed by Defendant	none
Rent Escrow filed by Plaintiff	25.00
Restricted delivery (Certified Mail)	10.00
Revivor (no service)	30.00
Service – Certified Mail	10.00
Small Claims (no service)	39.00
Small Claims Questionnaire	20.00
Small Claims Transfer	115.00
Special Process Server (Service)	20.00
Special Process Server application fee	250.00
Special Process Server Recertification	100.00
Subpoena	6.00
Supplemental/Intervener Complaint	25.00
Third Party Complaint (no service)	25.00
Transcript	20.00
Trusteeship	50.00
Vendor Printout	52.00
Vicious Dog Appeal	50.00
Witness Fee ½ day	6.00
Witness Fee full day	12.00
Witness Mileage fee	.30
Writ of Execution (bailiff set out)	50.00
Writ of Replevin	55.00

We hope that this pamphlet will be helpful in bringing to you many of the names, locations and telephone numbers which you will need either because you practice in or frequent the Courts in Hamilton County.

You may also be interested in utilizing the Hamilton County Clerk of Courts Information System, which is a fully integrated information system, document viewing and retrieval system. In addition to viewing the actual files, docket books, and the computer system on site, without leaving your office you may now research, review or make copies of many indices or documents stored at the Clerk of Courts Office. Electronic Filings are being accepted. This allows a user to deliver a pleading with the Clerk's Office via the Internet.

Remote capabilities of the Clerk of Courts Information System now available are:

On The Web- www.courtclerk.org

The Clerk of Courts web site provides a number of useful services such as name index and docket search, document retrieval, commonly used forms, court schedule inquires, and other useful information about the services offered by the Clerk of Courts.

Electronic Transmission Filings (FAX Filing).

In conformity with Rule 5 (E), Ohio Rules of Civil Procedure, and subject to the provisions of local rule 34 of the Court of Common Pleas, pleadings and other papers maybe filed with the Clerk of Courts by facsimile transmission.



**TRACY WINKLER
CLERK OF COURTS**

**HAMILTON COUNTY
CLERK OF COURTS OFFICES
AND
JUDGES AND COURT PERSONNEL**

**FEE SCHEDULE
COMMON PLEAS COURT
513 946 - 5635**

**FEE SCHEDULE
MUNICIPAL COURT
513 946 - 5736**

Link to our Fee Schedules:
www.courtclerk.org/court_fees.asp

**HAMILTON COUNTY COURTHOUSE
1000 MAIN STREET, ROOM 375
CINCINNATI, OHIO 45202
513 946 - 5656**

**Our Website:
www.courtclerk.org**

<u>ADMINISTRATION</u>		
Clerk of Courts	Tracy Winkler	946-5656
Administrator	Mark G. Waters	946-5656
Asst. Administrator	Carl Pieczonka	946-5626
Chief of Operations	Tony Rosiello	946-5622
Chief Financial Ofcr.	Mary Couzins	946-5620
Human Resources	Tony Rosiello	946-5627
Payroll & Benefits	Dee Shafer	946-5623

<u>CENTRAL SERVICES</u>		
Chief Deputy	Tony Rosiello	946-5627

<u>COMMON PLEAS</u>		
Chief Deputy	Rick Hofmann	946-5699
Cost Desk	Scott Sellins	946-5661
Criminal Desk	R. Rinsky	946-5648
Paper Room	Jack Cottrell	946-5674
Civil Issue Desk	Melissa Segbers	946-5638
Expungement	Denise Burks-Scott	946-5697

Appellate (8:00-12:00)	Jay Stockman	946-3746
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Domestic Relations	Issue Desk	946-9151
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E-FILING	Lynn Streck	946-5612
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<u>MUNICIPAL CRIMINAL/TRAFFIC DIVISION</u>		
Chief Deputy	Jerry Poland	946-6020
Ass't Chief Deputy	Dale Poland	946-6015
Traffic		946-6041
Criminal	946-6040 or	946-6029
Expungement		946-6021

<u>MUNICIPAL CIVIL DIVISION</u>		
Chief Deputy	Annie Boitman	946-5701
Ass't Chief Deputy	Scott Schiller	946-5702
Issue Desk		946-5736
Small Claims		946-5721
Eviction Desk		946-5731
Garnishment Desk		946-5722
Automated Line		946-5700

<u>MUNICIPAL BAILIFFS</u>		
Chief Deputy - Criminal	Don Robinson	946-5511
Ass't Chief Deputy-Civil	Mike Wolf	946-5598

<u>AUTO TITLE DIVISION</u>		
Main Street Office (recording)		946-4646
Chief Deputy	Dennis Lanter	946-4650
Ass't Chief Deputy	Barb Lima	946-4652
<u>Forest Park Office:</u>		
1216 W. Kemper Rd.	Rebecca Robinson	946-8177

<u>Symmes Twp. Office:</u>		
12139 Royal Pointe Dr	Barb Wiot	946-8153

1st - DISTRICT COURT OF APPEALS – 946 - 3500 - 230 E. NINTH STREET - 12TH FLOOR

JUDGE	ADMINISTRATOR	ASST. ADMINISTRATOR	FLOOR	PHONE
	Molly Leonard	Keith Sauter		946 - 3488
Cunningham, Penelope R.			12th	946 - 3421
Dewine, Patrick			12th	946 - 3506
Fischer, Patrick			12th	946 - 3424
Hendon, Sylvia Sieve			12th	946 - 3421
Mock, Russell J.			12th	946 - 3450
Stautberg, Peter J.			12th	946 - 3424

COURT OF COMMON PLEAS – 946 - 5800 - HAMILTON COUNTY COURTHOUSE

JUDGE	BAILIFF	CONSTABLE / LAW CLERK	ROOM	PHONE
Allen, Nadine L.	Gail Ruth	Elizabeth Mattingly	530	946 - 5112
Burke, Kim W. (Drug Court)	Ralph Ossenbeck	John Mathias	500	946 - 5770
Cooper, Ethna M.	Matt Taylor	Linda Smith	540	946 - 5860
Dinkelacker, Patrick	Chris Collini	Emily Albrink	360	946 - 5960
Foley, Pat	Chris Konitzer	Susan Irion	495	946 - 5890
Ghiz, Leslie	Joey Adams	Krista Meyer	485	946 - 5830
Kubicki, Charles J.	Becky Ganis	Robert Barnhorn	520	946 - 5760
Luebbers, Jody	Steve Donnellon	Elise Elam	510	946 - 5755
Marsh, Melba D.	Dan Ahrens	Tom Price	310	946 - 5866
Martin, Steven	Cheryl Vest	James Sayre	340	946 - 5790
Metz, Jerome J.	Adam Eiser	Miranda Powell	380	946 - 5841
Myers, Beth	David Weisker	Abby Chermely	330	946 - 5102
Ruehlman, Robert P.	Laura Hayslip	Andrew Prem	300	946 - 5851
Shanahan, Megan	Tim Noel	Kathleen Hayes	560	946 - 5750
West, John Andrew	Gina Martin	Mahlet Richardson	595	946 - 5785
Winkler, Robert C.	Lois Gorrasi	Joseph Prem	320	946 - 5117
Magistr. Michael Bachman	Margaret Rentz	Alec Burkhardt	585	946 - 5820
Visiting Judge	John Henges		424	946 - 5918
Visiting Judge	Carl Blackwell		370	946 - 5825
Visiting Judge	Judy Walters		566	946 - 5815

DOMESTIC RELATIONS COURT – 946 - 9147 - 800 BROADWAY AVENUE

JUDGE	BAILIFF	CONSTABLE	ROOM	PHONE
Searcy, Amy	Sean McGrail	Mitch Gillen	2-25	946 - 9031
Sieve, Jon	Darren Thomas	Danielle Levy	2-10	946 - 9024
Tolbert, Susan L.	Geri Bryant	William Davis	3-34	946 - 9016

JUVENILE COURT – 946 - 9200 - 800 BROADWAY AVENUE

JUDGE	COURT OFFICER	ADMIN. ASST.	FLOOR	PHONE
Williams, John M.	John Englert	Deb Poland	14 th	946 - 9203

MUNICIPAL COURT – 946 - 5200 - HAMILTON COUNTY COURTHOUSE

JUDGE	BAILIFF	CLERK	ROOM	PHONE
Allen, Lisa C.	Cynthia Longano	J. Schock Howard	280	946 - 5148
Berkowitz, Joshua A.	Gary Rutz	Jason Alexander	144	946 - 5149
Bernat, Richard A.	Chris Lazarovski	Nicole Bast	174	946 - 5108
Berry, Ted N.	Jamie Coates-Donohue	Merry Paul	230	946 - 5127
Bouchard, Bernie	Pete Pandilidis	Emily Thielman	160	946 - 5175
Grant, Cheryl D.	Robin Jenkins	Tania Thomas	220	946 - 5165
Greenberg, Brad	Heather Chura	Tom Brown	164	946 - 5169
Kissinger, Curtis E.	Melissa Bishop	Jeff Baker	124	946 - 5138
Mallory, Dwane	Laverna Morgan	Cathy Royer	134	946 - 5122
Mallory, William	Raymond Phoenix	Karen Kellums	154	946 - 5160
Powers, Melissa A.	Christina Borger-Kleeman	Jacob Hart	240	946 - 5143
Rucker, Fanon A.	Nathan Waller	Dustin Wooten	270	946 - 5256
Russell, Heather S.	Jessica Bostwick	Tony French	264	946 - 5133
Yates, Tyrone	Brittany Born	Diane Meyer	140	946 - 5154
Magistrates: Ellen Wolf, Jacqueline Purcell, Melissa West, Jay Littner, Deborah Casey				946 - 5204

PROBATE COURT – 946 - 3600 - 230 E. NINTH STREET - 9TH & 10TH FLOOR

JUDGE	ADMINISTRATOR	CHIEF MAGISTRATE	ASSIGNMENT DESK	FLOOR	PHONE
Winkler, Ralph E.	Vince Wallace	Paul Rattermann	Jeff Kleinfelter	10 th	946 - 3580