



# COCHISE COUNTY SUPERIOR COURT - FILING FEES

## Effective August 9, 2017

(Personal Checks are Not Accepted as Method of Payment)



DESCRIPTION OF SERVICE	TOTAL
<b>CIVIL</b>	
Complaint or Petition	\$ 257.00
Answer or Initial Appearance	\$ 174.00
Separate Answer	\$ 174.00
Petition for Change of Name	\$ 257.00
Filing a process server application	\$ 242.00
Filing registrar's order (A.R.S. § 32-1166.06)	No Fee
Filing Intervenor	\$ 242.00
Additional Plaintiffs	\$ 257.00
Additional Defendants	\$ 174.00
Foreign Judgment	\$ 257.00
Garnishee's contesting garnish	\$ 159.00
Answer of garnishee-defendant	No Fee
Change of venue to another county transmittal fee	\$ 28.00
Change of venue for jurisdiction (§ 12-404)	\$ 28.00
Change of venue to this county	\$ 322.00
O.S.C. - to appear and do one or more of: 1. Request affirmative relief or counter relief; 2. Attacks process of proceedings; 3. Take other affirmative action	\$ 174.00
Notice of appeal filing fee (except under § 12-2107)	\$ 144.00
Cross-appeal by appellee (except under § 12-2107, § 12-1809 injunction and §13-3602 order of protection)	\$ 144.00
Appeal from Arbitration/Motion to Set Requires (\$75 security deposit)	\$ 193.00
Tax court case	\$ 242.00
Injunction against Harassment	No Fee
Civil traffic appeal	\$ 93.00
Petition for Stay - Special Action	\$ 257.00
Jurisdiction exceeded in Lower Court	\$ 174.00
Renewal of Judgment	\$ 28.00
<b>DOMESTIC RELATIONS (FAMILY LAW)</b>	
Petition for dissolution of marriage	\$ 276.00
Response or initial appearance in dissolution	\$ 205.00
Petition for legal separation	\$ 276.00
Petition for annulment	\$ 276.00
Response to petition for annulment	\$ 205.00
Order of Protection	No Fee
Change of venue transmittal fee	\$ 28.00
Change of venue to another county transmittal fee	\$ 28.00
Change of venue to this county (except under § 25-502g)	\$ 307.00
Petition for domestic relation case for which a fee not prescribed; Foreign judgment for custody; establish support/custody	\$ 206.00



# COCHISE COUNTY SUPERIOR COURT - FILING FEES

## Effective August 9, 2017

(Personal Checks are Not Accepted as Method of Payment)



<b>DOMESTIC RELATIONS (FAMILY LAW)</b>	<b>TOTAL</b>
Response to domestic relation case for which a fee is not prescribed; Foreign judgment for custody; establish support/custody	\$ 135.00
Voluntary Paternity/Clerk creates order of paternity	\$ 271.00
Petition for Maternity/Paternity	\$ 271.00
Response for Maternity/Paternity	\$ 200.00
Post-adjudication petitions in domestic relation cases	\$ 135.00
Response to post-adjudication petitions in domestic relation cases	\$ 135.00
Post-adjudication transfer-in cases to establish or modify support	\$ 135.00
Post-adjudication Conciliation/Mediation Petition	\$ 36.00
Conciliation/Mediation cases - no active case with court	No Fee
<b>MISCELLANEOUS</b>	
Petition or Application for Adoption	No Fee
Petition or Application for adoption of a child who is a current ward of the Court in the care, custody and control of DES	No Fee
Contested Adoption	No Fee
Issuance of any writ	\$ 27.00
Marriage License (includes Covenant Marriages)	\$ 78.00
Certified copy of marriage license or application	\$ 28.00
Notary services	\$ 7.00
Small claims tax case	\$ 88.00
Postage and Handling	\$ 7.00
Certificate of correctness of copy of record	\$ 28.00
Comparison fee, per page (document furnished by party)	\$ 0.50
Exemplification per certification (2 seals @ \$28.00 ea.)	\$ 56.00
Authentication per certification (3 seals @ \$28.00 ea.)	\$ 84.00
Certificate of official capacity of notary public/justice of the peace	\$ 28.00
Certificate of clerk to any matter in clerk's record not specifically provided	\$ 28.00
Payment History Report	\$ 28.00
Filing a paper, or performing any act for which a specific fee is not provided by state statute	\$ 28.00
Any service performed by the Clerk that becomes part of a case or matter of record in the office of the Clerk	\$ 28.00
Issuance of each subpoena in civil cases	\$ 28.00
Seal a court file	\$ 28.00
Reopen a sealed court file	\$ 28.00
Stop payment on a check	\$ 15.00
Reel of film/Alpha index per year (plus per page fee below)	\$ 28.00
Alpha index per page	\$ 0.50
Research in locating document (per year/source researched)	\$ 28.00
Petition for Emancipation of a Minor	\$ 112.00
Filing transcript and docketing judgment from any court	\$ 43.00



# COCHISE COUNTY SUPERIOR COURT - FILING FEES

## Effective August 9, 2017

(Personal Checks are Not Accepted as Method of Payment)



PROBATE, CONSERVATORSHIP, GUARDIANSHIP & FIDUCIARY	TOTAL
Court-controlled trust accts.; charge for each action performed	\$ 28.00
Petition in formal testacy or appointment proceeding	\$ 306.00
Application for informal probate or informal appointment	\$ 306.00
Petition for supervised administration	\$ 306.00
Petition to appoint guardian(s)	\$ 306.00
Petition to appoint conservator(s) or make protective order	\$ 306.00
Single estate application or petition under Chapter 3, Title 14 (§ 14-3938)	\$ 306.00
Opposing petition in testacy, or appointment proceedings or appointment of guardianship/conservatorship	\$ 306.00
Any person opposing contested petition if no prior payment	\$ 135.00
Petition for transfer of real property by affidavit (§ 14-3971.F)	\$ 306.00
Post-judgment activities in probate cases	\$ 135.00
Demand for notice	\$ 28.00
<b>APPEAL FEES - SUPERIOR COURT</b>	
Civil, Family Law, Probate	\$ 144.00
Criminal	No Fee
Juvenile	No Fee
<b>TRANSFER FROM JUSTICE COURTS</b>	
Appellant (except under A.R.S. § 12-1809 & § 13-3602)	\$ 243.00
Appellee (except under A.R.S. § 12-1809 & § 13-3602)	\$ 172.00
Appeal - Lower Court Traffic Civil	\$ 93.00
Ownership of real property becomes issue (Plaintiff)	\$ 178.00
Ownership of real property becomes issue (Defendant)	\$ 159.00
Jurisdiction exceeded appellee (within 20 days of filing)	\$ 159.00
<p>(1) Pursuant to A.R.S. § 12-284.01, assess a fee of no more than \$15.00 on filing or appearance fees for the Document Storage and Retrieval Fund.</p> <p>(2) Pursuant to A.R.S. § 12-289, charge and collect a \$5.00 surcharge for each filing of a petition or an answer for annulment, dissolution of marriage or legal Spousal Maintenance Enforcement Enhancement Fund.</p> <p>(3) Pursuant to A.R.S. § 12-284(C), assess a \$15.00 surcharge on each post-adjudication petition filing in a domestic relations case for the Domestic Relations Education and Mediation Fund.</p> <p>(4) Pursuant to A.R.S. § 25-504:            Subsection M "...a fee shall not be charged to a person who files a request to terminate an order of assignment if an employer is making deductions on multiple assignments for an obligation for the same minor children."             Subsection O "...a fee shall not be charged to a party filing a stipulation concerning satisfaction of support obligations."</p> <p>(5) Pursuant to A.R.S. § 25-502(G), the party who petitioned for transfer must pay the post-adjudication fee prescribed in A.R.S. § 12-284(A) Class D to the county to which the proceeding is being transferred.</p>	

NOTE: This chart reflects the current State "base" fees authorized by A.R.S. Section 12-284 Arizona Code of Judicial Administration Section 3-404 and Supreme Court Administrative Order 2017-44 plus additional fees determined by State statute, Supreme Court Administrative Order or Board of Supervisor's Resolution; (Cochise County Resolution No. 08-24)



# COCHISE COUNTY SUPERIOR COURT - FILING FEES

## Effective August 9, 2017

(Personal Checks are Not Accepted as Method of Payment)



### PASSPORT FEES

**\*There are two separate fees.**

1) Each passport application has a \$25.00 execution/processing fee and must be paid in cash to the Clerk of the Superior Court. 2) The separate passport fee must be either a check, money order or cashier's check made payable to the: **U.S. Department of State.**

For **Passport Renewals** or additional information, please contact the Clerk of the Superior Court Office or the National Passport Information Center (See below for contact information.)

	<b>TOTAL</b>
<b>Passport Book (Adult)</b> - The fee for an applicant 16 years of age or older is \$110.00 payable to Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately. The passport book may be used for all international travel by air, land, and sea to and from the U.S.	\$ 135.00
<b>Passport Book (Minor)</b> - The fee for a minor (under 16 years old) is \$80.00 for Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately.	\$ 105.00
<b>Passport Card (Adult)</b> - The fee for an applicant 16 years of age or older is \$30.00 payable to Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately. The passport card may be only used if travel by land and sea from the U.S. to Canada, Mexico, the Carribean and Bermuda.	\$ 55.00
<b>Passport Card (Minor)</b> - The fee for a minor (under 16 years old) is \$15.00 payable to Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately.	\$ 40.00
<b>Passport Book and Passport Card (Adult)</b> - The fee for an applicant 16 years of age or older is \$140.00 payable to Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately.	\$ 165.00
<b>Passport Book and Passport Card (Minor)</b> - The fee for a minor (under 16 years old) is \$95.00 payable to Passport Services and \$25.00 payable to the Clerk of the Superior Court. *These fees are paid separately.	\$ 120.00
<b>Expedited Service (2-3 weeks)</b> - One way, overnight return delivery (\$15.45) and expedited services is and additional (\$60) per application to the U.S. Department of State, plus a \$25.00 fee to the Clerk of the Superior Court. These fees are paid separately. <i>If not expedited, routine processing time is 6-8 weeks.</i>	\$ 100.45

**National Passport Information Center: <https://travel.state.gov>**

**Mary Ellen Dunlap, Clerk of the Superior Court  
(520) 432-8570 or (520) 432-8600  
[www.cochise.az.gov](http://www.cochise.az.gov)**