

BEREA MUNICIPAL COURT
APR 28 2026JOSEPH C. DeMIO
CLERK OF COURT

Journal Entry

Effective April 27, 2026, the following Civil Cost Schedule, subject to revision by further order of this Court, is hereby adopted pursuant to O.R.C. §§ 1901.26(A) and 1901.26(B). This Entry supersedes the Civil Cost Schedule adopted effective August 1, 2025, and any prior Civil Cost Schedule entries, to the extent inconsistent herewith.

Civil/Small Claims Cost Breakdown:

Fund / Line Item	Civil (General)	Small Claims	Evictions / FE&D
BEREA MUNICIPAL COURT — LOCAL COSTS			
Operations Fund — Fund 181 (per case)	\$107.00	\$91.00	\$112.00
Computer Maintenance — Fund 290	\$10.00	\$10.00	\$10.00
Computer Research Fund — Fund 291	\$3.00	\$3.00	\$3.00
Court Operations & Facilities Fund — Fund 470	\$1.00	\$1.00	\$1.00
Special Projects Fund/Operations — Fund 293	\$20.00	\$20.00	\$20.00
Special Projects Fund IV / Magistrates Fund — Fund 296	\$6.00	\$6.00	\$6.00
State Civil Legal Aid Fee (per case)	\$26.00	\$11.00	\$26.00
TOTAL	\$173.00	\$142.00	\$178.00

CIVIL

CIVIL		Amount
Case Type		Filing Fee
Civil Complaint	One Defendant (includes issuance and certified mail service of summons)	\$173.00
	Each Additional Defendant	\$20.00
Cognovit Note Complaint	One Defendant	\$173.00
	Each Additional Defendant	\$20.00
Replevin	One Defendant	\$178.00
BMV Appeal — 12 Point or ALS		\$178.00
Eviction — Forcible Entry & Detainer	Service By Bailiff	\$178.00
	Each Additional Defendant	\$20.00
Writ of Restitution		\$25.00
Creditors Bill	One Defendant	\$178.00
	Each Additional Defendant	\$20.00

SMALL CLAIMS FILING FEE - ONE DEFENDANT

SMALL CLAIMS FILING FEE — ONE DEFENDANT		Amount
Case Type		Filing Fee
Complaint — not to exceed \$6,000	One Defendant	\$142.00
	Each Additional Defendant	\$10.00
Transfer to Civil Docket		\$31.00

EXECUTION ON JUDGMENT

EXECUTION ON JUDGMENT		Amount
Asset Form (Small Claims Only) — One Defendant Only		\$10.00
Bank Attachment		
One Defendant / One Bank		\$50.00
Each Additional Defendant/Bank		\$20.00
Bank Fee (per bank)		\$1.00
Wage Garnishment — One Defendant Only		
Judgments \$3,000 and Under		\$70.00
Judgments Over \$3,000		\$105.00
Administration Fee — 2% on first \$10,000; 1% on additional amount		
Examination Aid		
Within Jurisdiction		\$50.00
Outside Jurisdiction		\$60.00
Citation to Show Cause (Regular Docket)		\$35.00
Bench Warrant/Capias (Order to Show)		\$15.00
Full Release		No Charge
Levy		
Filing fee		\$75.00
Additional fee when Levy goes forward		\$350.00

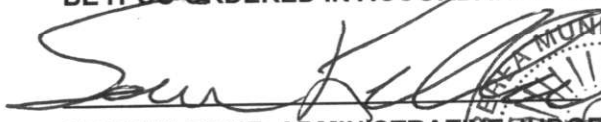
BASIC COSTS

BASIC COSTS	Amount
Agreed/Consent Journal Entry	\$20.00
Alias Certified Mail (per defendant)	\$20.00
Alias Ordinary Mail (per defendant)	\$5.00
Amended Complaint	\$25.00
Assignment of Judgment	\$10.00
Attachment Before Judgment — One Defendant (money)	\$75.00
Certificate of Judgment for Lien	\$15.00
Certificate of Satisfaction for Lien	\$10.00
Certified Copy of Journal Entry	\$5.00
Change in Driving Privileges / Reprint Driving Privileges	\$25.00

Common Pleas Transfer	
Transfer Fee (plus any outstanding costs due)	\$100.00
\$250.00 check payable to Common Pleas Court	
Continuance	\$15.00
Copies — per page (in excess of first 20 pages)	\$0.05
Copies — Certified (per page)	\$1.00
Counterclaim — With Service (one plaintiff)	\$25.00
Credit Card Usage Fee	\$5.00
Cross-Claim — With Service (one defendant)	\$25.00
Dismissals	\$5.00
DVD Transcript	\$1.00
Exemplified Copy of Journal Entry	\$25.00
Findings of Fact	\$10.00
Jury (due at time of demand)	\$850.00
Jury Summons Issued	\$100.00
Jurors Fee (per juror/per day)	\$25.00
Leave to Plead	\$20.00
Motion for Change of Venue	\$30.00
Motion for Default Judgment / Journal Entry	\$30.00
Motion for Judgment on the Pleadings	\$25.00
Motion for Process Server	\$10.00
Motion for Summary Judgment	\$30.00
Motion to Revive Dormant Judgment	
One Defendant	\$50.00
Each Additional Defendant	\$20.00
Motion to Vacate (Regular Docket)	
One Defendant	\$30.00
Each Additional Defendant	\$10.00
Motion for Relief (Regular Docket)	
One Defendant	\$30.00
Each Additional Defendant	\$10.00
Motion to Correct the Record	\$20.00
Motions (not otherwise specified)	\$25.00
NSF Check Fee	\$25.00
Notice of Appeal	
Filing fee (plus any outstanding costs due)	\$100.00
\$175.00 check made payable to Court of Appeals	
Objections to Magistrate's Decision	\$10.00
Personal Service (per defendant)	
Within Jurisdiction	\$50.00
Outside Jurisdiction	\$60.00
Secretary of State Service (per defendant)	\$50.00

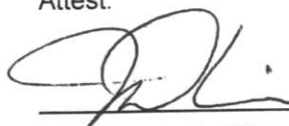
Service by Publication	
One Defendant	\$100.00
Each Additional Defendant	\$10.00
Sheriff Service at County Seat (per defendant)	\$25.00
Subpoena (per witness)	
Within Court Jurisdiction	\$50.00
Outside Court Jurisdiction	\$60.00
Prepared and Delivered by Attorney	No Charge
Third-Party Complaint (each additional defendant served)	\$25.00
Transfer Judgment to Another Court (Certificate of Judgment for Transfer)	\$25.00
Transfer In Judgment from Another Court	
One Defendant	\$173.00
Each Additional Defendant	\$20.00
Trusteeship Filing	\$50.00
Replies/Briefs	\$5.00
Retrieval of Old File from Off-Site Storage	\$25.00
Satisfy the Docket	No Charge

BE IT SO ORDERED IN ACCORDANCE WITH O.R.C. §§ 1901.26(A) AND 1901.26(B).


 SEAN KILBANE, ADMINISTRATIVE JUDGE



Attest:


 JOSEPH C. DeMIO, CLERK OF COURTS

Spread on the Berea Municipal Court Journal
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