



**PAUL C. KAMPHAUS  
CLERK OF COURT**

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CLERMONT COUNTY MUNICIPAL COURT  
4430 STATE ROUTE 222 • BATAVIA, OHIO 45103 • (513)732-7290 • FAX (513)-732-7962  
[www.clermontclerk.org](http://www.clermontclerk.org)

March 23, 2022

**TO:** All interested parties in a Garnishment Proceeding  
**RE:** Garnishments and Bank Attachments

To Whom It May Concern:

Beginning March 23, 2022, the Clermont County Municipal Court began collecting an Administrative Fee on all judgement collections as allowed by ORC § 2303.20(V).

R.C. §2303.20(V) states: *"A commission of two per cent on the first ten thousand dollars and one per cent on all exceeding ten thousand dollars for receiving and disbursing money, other than costs and fees, paid to or deposited with the clerk of courts in pursuance of an order of court or on judgements, including moneys invested by order of the court and interest earned on them;"* This fee is assessed to all funds submitted to this court via a garnishment and/or bank attachment and is deducted before those funds are disbursed to the Judgement Creditor. In addition, R.C. §2303.31 supports this collection by Municipal Court Clerks: *"The duties prescribed by law for the clerk of the court of common pleas shall, so far as they are applicable, apply to the clerks of other courts of record."*

As you calculate the amount owing on a judgement collection situation, please keep in mind the deduction of the Administrative Fee when calculating the balance due on judgements.

Respectfully,

Paul C. Kamphaus  
Clerk of Court

**CLERMONT COUNTY MUNICIPAL COURT**  
**CIVIL DIVISION COSTS AND FILING FEES**

Effective 03/23/2022

COMPLAINT

Service of summons by certified mail, one defendant.....\$104.00  
Each additional defendant or address.....\$10.00

FORCIBLE ENTRY AND DETAINER (EVICTION)

Service of summons by sheriff, ordinary mail, one defendant.....\$169.00  
Each additional defendant.....\$75.00

AMENDED COMPLAINT (after responsive pleadings only)-----\$15.00

Service of summons by certified mail, one defendant.....\$10.00  
Each additional defendant or address.....\$10.00

SUPPLEMENTAL/INTERVENER COMPLAINT-----\$15.00

Service of summons by certified mail, one defendant.....\$10.00  
Each additional defendant or address.....\$10.00

THIRD PARTY COMPLAINT-----\$15.00

Service of summons by certified mail, one defendant.....\$10.00  
Each additional defendant or address.....\$10.00

REPLEVIN.....\$134.00

Motion.....\$4.00  
Order of Possession.....\$15.00  
Service fee by sheriff, one defendant.....\$50.00  
Each additional defendant.....\$50.00

SMALL CLAIMS

Includes service of summons by certified mail, one defendant.....\$45.00  
Each additional defendant or address.....\$10.00

ORDINARY MAIL WAIVER

Filed with complaint, per defendant.....\$5.00

COUNTER CLAIM.....\$15.00

If service requested:  
Service of summons by certified mail, one defendant.....\$10.00  
Each additional defendant.....\$10.00

CROSS CLAIM.....\$15.00

If service requested:  
Service of summons by certified mail, one defendant.....\$10.00  
Each additional defendant.....\$10.00

COUNTER CLAIM ON SMALL CLAIMS.....\$15.00

TRANSFER OF CASE FROM SMALL CLAIMS TO REGULAR CIVIL.....\$45.00

SMALL CLAIMS QUESTIONNAIRE	
Service by certified mail.....	\$15.00
TRANSFER OF CASE FROM ANOTHER COURT.....	\$50.50
TRANSFER OF FOREIGN CERTIFICATE OF JUDGMENT.....	\$20.00
BMV PETITION ON TWELVE POINT APPEAL.....	\$104.00
BMV PETITION ON OUT OF STATE OVI.....	\$104.00
BMV NON-COMPLIANCE/RANDOM SELECTION SUSPENSION.....	\$117.00
BMV REINSTATEMENT FEE PLAN.....	\$117.00
RENT ESCROW.....	1% of amount of rent deposited
TRUSTEESHIP.....	\$20.00
<b>Plus \$2.00 for each creditor</b>	
REVIVOR	
Service of summons by certified mail, one defendant.....	\$30.00
Each additional defendant or address.....	\$10.00
ALIAS SUMMONS	
Civil complaint, certified mail, one defendant.....	\$16.00
Civil complaint, ordinary mail w/certificate of mailing, one defendant.....	\$11.00
Civil complaint, sheriff service, one defendant.....	\$56.00
Small Claims, certified mail, one defendant.....	\$10.00
Small Claims, ordinary mail w/certificate of mailing, one defendant.....	\$5.00
Small Claims, sheriff service, one defendant.....	\$50.00
CERTIFICATE OF JUDGMENT.....	\$10.00
EXEMPLIFIED COPY.....	\$5.00
OBJECTION TO DECISION OF MAGISTRATE.....	\$15.00
GARNISHMENT *(see below)	
Personal Earnings, certified mail.....	\$30.00
Other than personal earnings, certified mail.....	\$35.00
<b>Must</b> include a check for \$1.00 payable to bank (other than personal earnings only)	
Reissue by certified mail, one address.....	\$10.00
JUDGMENT DEBTOR EXAMINATION	
Service by certified mail, one defendant.....	\$30.00
Service by sheriff, one defendant.....	\$70.00
Reissue by certified mail, one defendant.....	\$10.00
Reissue by sheriff, one defendant.....	\$50.00

MOTION FOR CONTEMPT	
Service by certified mail, one defendant.....	\$25.00
Service by sheriff, one defendant.....	\$65.00
Reissue by certified mail, one defendant.....	\$10.00
Reissue by sheriff, one defendant.....	\$50.00
 BENCH WARRANT.....	 \$65.00
 EXECUTION ON VEHICLE OR PERSONAL PROPERTY.....	 \$115.00
 EXECUTION ON MANUFACTURED HOME, MOBILE HOME OR RECREATIONAL VEHICLE.....	 \$265.00
 WRIT OF RESTITUTION.....	 \$115.00
 NOTICE OF APPEAL.....	 \$225.00
Docket Transcript Fee-----	\$15.00
 JURY DEMAND FEE.....	 \$215.00
 PUBLICATION DEPOSIT.....	 \$200.00
SUBPEONA/SUBPOENA DUCES TECUM	
Service by certified mail, one defendant.....	\$15.00
Service by sheriff, one defendant.....	\$55.00
Plus witness fee and mileage fee (call clerk for amount)	
 MOTION TO VACATE/SET ASIDE JUDGMENT/SET ASIDE DISMISSAL.....	 \$20.00
 ALL OTHER MOTIONS.....	 \$4.00
 Regular Mail (copies of Final Appealable Judgments, Notice of Hearings- per party)-----	 \$2.00
 Public Record Document Fee	
CERTIFIED COPY OF DOCUMENT.....	\$4.00
<b>Plus \$0.10 per page</b>	
 COPIES PER PAGE.....	 \$0.10

**NOTE:** Plus any and all reimbursement charges like witness, sheriff fees, etc. which are part of the case.

**NOTE:** A self-addressed stamped envelope must always be enclosed for return of time-stamped copies.

\*Garnishments shall include a commission of 2% on the first ten thousand dollars and 1% for the amounts which exceed ten thousand dollars