

# CIRCUIT COURT FILING FEES

Click below for the filing fees  
for each Division

## Paper Filing Fees:

District Division	Family Division	Probate Division
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## Electronic Filing Fees:

District Division	Family Division	Probate Division
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## Certificate and Copy Fees

*Check or Money Order is payable to the specific court:*

EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster

*If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.*

### **MISCELLANEOUS INFORMATION:**

**District Court Rule 3.3**

**Family Court Rule 1.3**

**Probate Court Rule 169**

**Certified Mail RSA 463:6,V**

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

12/28/2021

# DISTRICT DIVISION - FILING FEES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster  
 If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

**Paper Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. To ask for a lower fee or no fee, you must file a motion (a written or electronic request) with the court and attach a statement about your financial situation. [Click here](#) to find the right forms.

	Total Fee*
Application to Appear <i>Pro Hac Vice</i> .....	\$350.00
Civil Writ of Summons or Counterclaim <i>Vice</i> .....	e-filing
Exemplification of Judgment .....	\$40.00
Landlord/Tenant Entry .....	\$125.00
Motion for Periodic Payments.....	\$25.00
Petition for Ex Parte Attachment or Writ of Trustee Process.....	\$40.00
Petition to Annul Criminal Record (per court location) .....	\$125.00
Registration of Foreign Judgment .....	e-filing
Request for New Orders of Notice (including Civil Summons) .....	\$25.00
Small Claims Entry \$5,000 or less .....	e-filing
Small Claims Counterclaim \$5,000 or less.....	e-filing
Small Claims Entry \$5,001 to \$10,000 .....	e-filing
Small Claims Counterclaim \$5,001 to \$10,000 .....	e-filing
Small Claims Transfer Fee .....	e-filing
Writ of Execution .....	\$40.00
Writ of Replevin .....	e-filing

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.  
 12/28/2021

# FAMILY DIVISION - FILING FEES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster  
 If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

**Paper Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. To ask for a lower fee or no fee, you must file a motion (a written or electronic request) with the court and attach a statement about your financial situation. [Click here](#) to find the right forms.

	Total Fee*
Adoption Petition .....	\$150.00
Application to Appear <i>Pro Hac Vice</i> .....	\$350.00
Guardianship Report Citations .....	\$50.00/ each occurrence
Guardianship Report Defaults .....	\$25.00/ each occurrence
Marriage Waiver .....	\$100.00
Motion for Successor Guardian of Minor Person .....	\$50.00
Original Entry of All Marital Matters, including cross-petitions - No minor children .....	\$250.00
Original Entry of All Marital Matters, including cross petitions - With minor children .....	\$252.00
Petition for Guardian Minor Person .....	e-filing
Petition to Change Court Order– with full Agreement .....	\$125.00
<small>There is no fee for full agreement to change <u>Child Support Order</u> only</small>	
Petition to Change Court Order or Petition for Contempt – without full agreement .....	\$250.00
Request for New Orders of Notice (including Civil Summons) .....	\$25.00
Termination of Parental Rights Petition .....	\$180.00
Writ of Execution; Ex Parte Attachment or Trustee Process .....	\$40.00

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

# PROBATE DIVISION - FILING FEES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster  
 If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

**Paper Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. To ask for a lower fee or no fee, you must file a motion (a written or electronic request) with the court and attach a statement about your financial situation. [Click here](#) to find the right forms.

	Total Fee*
Accounting for Estates with a gross value of \$25,000 or less .....	\$0.00
Accounting for Estates with a gross value greater than \$25,000 .....	\$85.00
Accounting for Guardian, Conservator, Trustee .....	\$85.00
Administration of Person not heard from (presumed dead) .....	\$220.00
Adoption Petition .....	\$150.00
Authenticated Copy of Will, Foreign Will .....	e-filing
Change of Venue Petition .....	\$50.00
Conservator .....	\$220.00
Estate with a value of \$10,000 or less .....	e-filing
Estate with value \$10,001 to \$25,000 .....	e-filing
Estate with value more than \$25,000 .....	e-filing
Equity Action or Counterclaim .....	\$250.00
Guardian of Incapacitated Person .....	e-filing
Guardian Minor Estate & Person and Estate** .....	e-filing
Landlord Tenant Action .....	\$125.00
Name Change .....	e-filing
Parentage Order Petition (surrogacy) .....	\$155.00
Re-examine Will, Motion to .....	\$155.00
Remove Fiduciary, Motion to .....	\$50.00
Re-open (Estate) or Bring Forward, Motion to;.....	\$150.00
Replevin Application or Complaint .....	\$175.00
Request for Jury Trial/Small Claims Transfer Fee*** .....	\$145.00
Request for New Orders of Notice (including Civil Summons) .....	\$25.00
Small Claim Entry & Counterclaim, \$5000 or less*** .....	\$80.00
Small Claim Entry & Counterclaim, \$5001 to \$10,000*** .....	\$135.00
Successor Guardian of Person (incapacitated or minor) .....	\$50.00

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

# PROBATE DIVISION - FILING FEES continued

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster

If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

## Paper Cases:

If you cannot afford a fee, you may ask the court to pay less or file for free. To ask for a lower fee or no fee, you must file a motion (a written or electronic request) with the court and attach a statement about your financial situation. [Click here](#) to find the right forms.

	Total Fee*
Successor Trustee, Executor, Administrator, Guardian of Estate, Guardian of Person & Estate .....	\$85.00
Sue on Bond, Motion to .....	\$50.00
Summary Administration, Motion .....	\$85.00
Trust - Proof of Validity of Trust by Settlor .....	\$155.00
Trustee - Petition to Appoint .....	\$180.00
Will - Proof of Validity of Will during life of Testator .....	e-filing
Writ in Civil Action or Counterclaim .....	\$175.00

\*\* Certified mail cost of \$7.47 for each order of notice is required (RSA 463:6,V)

\*\*\*Small Claim cases filed in probate are filed in paper format.

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

12/28/2021

# DISTRICT DIVISION - e FILING FEES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster

If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

## **E-Filing Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. You must use the court's [e-filing system](#) to ask for a lower fee or no fee.

	Total Fee*
Civil Complaint .....	\$195.00
Counterclaim for Civil Complaint .....	\$175.00
Motion for Ex Parte Attachment .....	\$40.00
Motion for Periodic Payments .....	\$25.00
Registration of Foreign Judgment .....	\$220.00
Request for Exemplification of Judgment .....	\$40.00
Request for Jury Trial/Small Claims Transfer Fee .....	\$145.00
Request for Jury Trial/Transfer to Superior Court - Civil Complaint .....	\$85.00
Request for New Orders of Notice (including Civil Summons) .....	\$25.00
Request for Writ of Execution .....	\$40.00
Small Claims entry \$5,000 or less .....	\$90.00
Small Claims Counterclaim \$5,000 or less .....	\$80.00
Small Claims entry \$5,001 to \$10,000 .....	\$145.00
Small Claims Counterclaim \$5,001 to \$10,000 .....	\$135.00
Writ of Replevin Complaint .....	\$195.00

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

12/28/2021

# PROBATE and FAMILY DIVISION – e-FILING FEES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster

If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

## E-Filing Cases:

If you cannot afford a fee, you may ask the court to pay less or file for free. You must use the court's [e-filing system](#) to ask for a lower fee or no fee.

	Total Fee*
Accounting – Guardianship of Estate (minor or incapacitated person) .....	\$85.00
Accounting for Estates with a gross value greater than \$25,000 .....	\$85.00
Accounting for Estates with a gross value of \$25,000 or less .....	\$0.00
Motion for Successor Executor/Administrator .....	\$85.00
Motion for Successor Guardian Estate OR of Person & Estate – applies to both Guardian of Incapacitated Person and Guardian of Minor .....	\$85.00
Motion for Successor Guardian of Person (only) – Applies to both Guardian of Incapacitated Person and Guardian of Minor .....	\$50.00
Motion for Successor Guardian Estate OR of Person & Estate – applies to both Guardian of Incapacitated Person and Guardian of Minor .....	\$85.00
Motion for Summary Administration .....	\$85.00
Motion to Re-examine Will .....	\$155.00
Motion to Re-open Estate or Bring Forward .....	\$150.00
Motion to Sue on Bond, Motion to Remove Fiduciary .....	\$50.00
Name Change Petition .....	\$130.00
Petition for Authenticated Copy of Will and Probate from another state .....	\$240.00
Petition for Estate Administration with a value more than \$25,000 .....	\$295.00**
Petition for Estate Administration with a value of \$10,000 or less .....	\$130.00
Petition for Estate Administration with a value of \$10,001 to \$25,000 .....	\$185.00**
Petition for Guardianship of Minor Person Plus certified mail costs of \$7.47 for each person to receive the order of notice .....	\$130.00
Petition for Guardianship of Minor (Estate only or Person & Estate) Plus certified mail costs of \$7.47 for each person to receive the order of notice .....	\$200.00
Petition for Guardianship of Incapacitated Person .....	\$240.00
Petition to Prove Validity of Will during life of Testator .....	\$175.00
Request for New Orders of Notice (including Civil Summons) .....	\$25.00

\*\*The publication fee for all estates is \$55.00 in all probate divisions effective 12/28/2021 for NEW petitions for estate administration being e-filed and is included in the above fee schedule.

\*Total Fee means the base filing fee plus any applicable surcharges or other fees authorized by the Supreme Court and/or New Hampshire Statutes. Fees may be paid with cash, credit card, or check.

# CERTIFICATES & COPIES

Check or Money Order is payable to the specific court: EXAMPLE: 1<sup>st</sup> Circuit - Family Division – Lancaster  
 If you wish to pay with MasterCard, Visa & Discover please attach a note to filing, include your phone number and the court will call you to process payment over the phone.

**Paper Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. To ask for a lower fee or no fee, you must file a motion (a written or electronic request) with the court and attach a statement about your financial situation. [Click here](#) to find the right forms.

**E-Filing Cases:**

If you cannot afford a fee, you may ask the court to pay less or file for free. You must use the court's [e-filing system](#) to ask for a lower fee or no fee.

Copied Material:	Total Fee*
All Other Copied Material (Except Transcripts) .....	\$ .50/page
Authenticated Copy of Probate .....	\$40.00 each
Copy of Audio - CD or Download .....	\$25.00
Duplicate Audio .....	\$25.00 each CD or download
Certificates .....	\$10.00
Certification .....	\$10.00 plus copy fee
Certificate of Judgment .....	\$10.00
Citations/Show Cause (RSA 548:5-a and 550:2) .....	\$50.00/each occurrence
Defaults (RSA 548:5-a) .....	\$25.00/each occurrence
Divorce Certificate, Certified Copy of Decree and if applicable, Agreement, QDRO, USO and other Decree-related documents .....	\$40.00
Divorce Certificate (Vital Statistics Record) only .....	\$10.00
Exemplification of Judgment .....	\$40.00
Printing from Court Kiosks and Computer Screen Printouts .....	\$ .25/page
Records Research Fees .....	\$20.00 per name up to 5 names Additional names will be assessed \$5.00 per name

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