

CLERK OF CIVIL DISTRICT COURT

CIVIL DIVISION

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LAND RECORDS DIVISION

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New Orleans, Louisiana 70112  
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*Chelsey Richard Napoleon*

Clerk of Court And Ex-Officio Recorder

**TO:** ATTORNEYS AND GENERAL PUBLIC

**FROM:** CHELSEY RICHARD NAPOLEON  
CLERK OF CIVIL DISTRICT COURT

**DATE:** June 5, 2024

**RE:** **FILING FEE INCREASE – EFFECTIVE JULY 1, 2024**

Please be advised that the Judges' Supplemental Compensation Fund Board has informed me that an increase of \$1.00 per civil filing, as authorized by La. R.S. 13:10.3, will become effective July 1, 2024.

Further, be advised that the Fourth Circuit Court of Appeal informed me that an increase of \$1.00 in the court of appeal filing, as authorized by Act 63 of the 1985 Regular Session of the Legislature, will become effective July 1, 2024.

Therefore, effective July 1, 2024, the following items reflect the increases that are due at the time of filing:

Petition - \$510.50  
Amending or Supplemental Petition - \$172.00  
Interventions - \$232.50  
Third Party Demand - \$145.50  
Reconventional Demand - \$145.00  
Cross Claim - \$145.00  
Class Action Certification or filing Class Action Suit - \$1,259.00  
Petition for Garnishment - \$289.50  
Recordation of Attorney's Contingency Fee Contract - \$165.50  
Domestic Petition: Custody not filed w/Divorce, Establish Paternity, Disavowal of Paternity, Appoint Curator - \$502.50  
Petition to make Judgment Executory - \$510.50  
Domestic Relations Petition (Divorce) - \$333.50  
Petition for Partition by Licitation - \$510.50  
Petition for Partition of Community Property (Domestic) - \$334.00  
Proof of Claim Against Succession - \$178.50  
Succession (filing fee to be paid at time of filing original petition) Administration or Simple Possession - \$439.50

**Filing Fee Increase – Effective July 1, 2024**

**Page 2**

Succession (gross estate \$125,000.00 or less) Administration or Simple Possession - \$252.50  
Petition for Notice of Application for Appointment of Administrator - \$176.50  
Tutorship - \$345.50  
Small Tutorship (minor's estate is valued at \$50,000.00 or less) - \$205.50  
Interdiction, Curatorship, Guardianship, and Trust - \$510.50  
Small Interdiction (Interdict's estate is valued at \$20,000.00 or less) - \$280.50  
Emancipation - \$345.50  
Appeal for Parking violation from City of New Orleans (double the amount of the ticket not to exceed \$510.50) - \$510.50  
Joint Petition to approve Worker's Compensation or Minors' Settlement filed as an initial pleading - \$345.50  
Suit to make Foreign Judgment Executor and pleadings relating thereto - \$510.50  
Petition for Issuance of Subpoena - \$10.50

Civil Appeal (Fourth Circuit) - \$341.00



# Judges' Supplemental Compensation Fund Board

STATE OF LOUISIANA  
400 Royal Street, Ste. 1190  
New Orleans, LA 70130-6101

**Sandra Vujnovich**  
Judicial Administrator  
Louisiana Supreme  
Court  
(504) 310-2550  
Fax: (504) 310-2587

**Chair:**

**Judge Gary Hays**  
Pineville City Court, d  
by Louisiana City  
Judges Association

**Vice- Chair:**

**Chief Judge Frances  
Pitman**  
Second Circuit Court of  
Appeal, Conference of  
Court of Appeal Judges

**Members:**

**Justice Jefferson D.  
Hughes III**

Louisiana Supreme  
Court

**Judge Lala B. Sylvester**  
Tenth Judicial District  
Court, Louisiana District  
Judges Association

**Judge William H. Burris**  
Twenty-second Judicial  
District Court, Louisiana  
District Judges  
Association

May 31, 2024

**To:** All Louisiana Clerks of City, Parish, Juvenile, Family, District,  
Appellate and Supreme Courts

**From:** Judge Gary Hays, Chair of the Judges' Supplemental  
Compensation Fund Board

**Re: INCREASE IN JUDGES' SUPPLEMENTAL  
COMPENSATION FUND FILING FEE -EFFECTIVE  
JULY 1, 2024**

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After careful review of the Judges' Supplemental Compensation Fund filing fee computation formula and in accordance with the provisions of La. R.S. 13:10.3, it has been determined that the increase of 4.12% in the Consumer Price Index in the past year requires an increase in the current \$29.50 filing fee dedicated to the Judges' Supplemental Compensation Fund.

**Pursuant to this finding, the filing fee authorized by La. R.S. 13:10.3 will increase by \$1.00 to \$30.50, effective July 1, 2024.**

Reporting on civil filings and fee remittance are required monthly no later than the tenth (10th) day. It is important that fees are remitted timely.

We appreciate your cooperation in implementing this statutory fee increase, effective July 1, 2024, and in remitting reports and fees timely by the tenth (10<sup>th</sup>) of each month. If you have any questions, please contact Bryan Wolff, Chief Financial Officer, Supreme Court of Louisiana, at 504-310-2578 or [bwolff@lasc.org](mailto:bwolff@lasc.org). Thank you for your continued assistance.

Judge Gary Hays  
Chairman, JSCF Board



Office Of The Clerk  
**Court of Appeal, Fourth Circuit**  
State of Louisiana

Justin I. Woods  
Clerk of Court

JoAnn Veal  
Chief Deputy Clerk of Court

400 Royal Street  
Third Floor

Mailing Address:  
410 Royal Street  
New Orleans, Louisiana  
70130-2199  
**(504) 412-6001**

June 7, 2024

Honorable Chelsey Richard Napoleon  
Clerk of Court and Ex-Officio Recorder  
Orleans Parish Civil District Court  
421 Loyola Avenue  
New Orleans, Louisiana 70112

RE: Judges' Supplemental Compensation Fund –  
Filing Fee, Effective July 1, 2024 – Increase In Fee - Civil Appeal

Dear Ms. Napoleon:

Please be advised that pursuant to the notification received from the Judges' Supplemental Compensation Fund Board dated May 31, 2024 (see attached) regarding the increase in the current filing fee authorized by Act 63 of the 1985 Regular Session of the Legislature, the Court of Appeal, Fourth Circuit will increase the cost to file a civil appeal to \$ 341.00. This fee increase will become effective on **July 1, 2024**.

If you have any questions regarding this particular increase in fee for civil appeals, please do not hesitate to contact me.

Sincerely,

*s/Justin I. Woods*

Justin I. Woods  
Clerk of Court



# NOTICE

Effective July 1, 2024



**CIVIL DISTRICT COURT**  
421 LOYOLA AVENUE  
ROOM 402  
NEW ORLEANS, LA 70112

## CIVIL FILING FEE SCHEDULE

**Chelsey Richard Napoleon**  
Clerk of Court

Pursuant to Local Rule 5, the following fee schedule reflects the most current increases to the filing fees. Filing fees shall be paid to the Clerk of Court at the time pleadings are filed. Pursuant to La. R.S. 13:86 (Act 131 of the 2016 Regular Session), effective August 1, 2016, the Clerks of District Courts shall impose and collect from each party liable for court costs the additional sum of one dollar for the initial filings in all civil matters. The filing fee authorized by LA. R.S. 13:10.3, relative to the Judges' Supplemental Compensation Fund, was increased by \$1.00 from \$29.50 to \$30.50, effective July 1, 2024. **THE FOLLOWING COSTS SHALL BE PAID TO THE CLERK OF COURT AT THE TIME OF FILING OF THE PLEADING SPECIFIED. IN ALL INSTANCES, THE AMOUNT PROVIDED FOR IS NOT A DEPOSIT, BUT IS A NON-REFUNDABLE FILING FEE.**

	Filing Fee	Building Fund Fee	Total
Plaintiff's filing fee for original petition (Each Plaintiff in a multi-party suit must pay the full filing fee as per Local Rule 5, Sec 1, effective (April 17, 2000))	\$ 485.50*	\$ 25.00	\$ 510.50
If there are more than five defendants named by the plaintiff, plaintiff's charge for each defendant named over five	\$ 141.00	\$ 0.00	\$ 141.00
Additional charge for each plaintiff named over five, where the suit arises out a single incident or transaction	\$ 132.00	\$ 0.00	\$ 132.00
Amending or supplemental petition	\$ 172.00	\$ 0.00	\$ 172.00
Answer (domestic matters excepted)	\$ 141.00	\$ 0.00	\$ 141.00
Each Defendant's filing fee, per plaintiff, for answer to main or ancillary demand	\$ 272.00	\$ 0.00	\$ 272.00
First answer in an in forma pauperis or government case	\$ 308.00	\$ 0.00	\$ 308.00
Petition of intervention by party not previously a party to the lawsuit	\$ 207.50	\$ 25.00	\$ 232.50
Request for trial by jury	\$ 780.00	\$ 0.00	\$ 780.00
Third party demand	\$ 120.50	\$ 25.00	\$ 145.50
Reconventional demand	\$ 120.00	\$ 25.00	\$ 145.00
Cross claim	\$ 120.00	\$ 25.00	\$ 145.00
All dispositive motions or exceptions (domestic matters excepted) <sup>2</sup>	\$ 94.00	\$ 0.00	\$ 94.00
All other motions and exceptions (domestic matters excepted) <sup>3</sup>	\$ 47.00	\$ 0.00	\$ 47.00
Class action – Any request for filing a suit for a class action	\$1,234.00	\$ 25.00	\$1,259.00
Motion for Certification – Any request that a class action suit be certified	\$1,250.00	\$ 0.00	\$1,250.00
Motion to Set for Trial (Class Action)	\$ 975.00	\$ 0.00	\$ 975.00
Red Light Camera Violation Appeal	\$ 50.00	\$ 0.00	\$ 50.00

### SPECIAL PROCEEDINGS

	Filing Fee	Building Fund Fee	Total
Petition for garnishment	\$ 264.50	\$ 25.00	\$ 289.50
Recordation of attorney's contingency fee contract	\$ 165.50	\$ 0.00	\$ 165.50
Domestic petition: Custody not filed w/Divorce, Establish Paternity, Disavowal of Paternity, Appoint Curator, Petition to make Judgment Executory	\$ 502.50	\$ 0.00	\$ 502.50
Domestic relations petition (Divorce)	\$ 485.50	\$ 25.00	\$ 510.50
Domestic relations answer	\$ 333.50	\$ 0.00	\$ 333.50
Domestic relations filing fee of each and every rule excluding a rule for divorce	\$ 312.00	\$ 0.00	\$ 312.00
Petition for partition by licitation	\$ 47.00	\$ 0.00	\$ 47.00
Petition for partition of community property – domestic	\$ 485.50	\$ 25.00	\$ 510.50
Answer to petition for partition – domestic	\$ 334.00	\$ 0.00	\$ 334.00
Proof of claim against succession	\$ 312.00	\$ 0.00	\$ 312.00
Succession (filing fee to be paid at time of filing original petition) Administration or Simple Possession	\$ 153.50	\$ 25.00	\$ 178.50
Succession (gross estate \$125,000 or less) Administration or Simple Possession	\$ 414.50	\$ 25.00	\$ 439.50
Petition for notice of application for appointment of Administrator	\$ 227.50	\$ 25.00	\$ 252.50
Tutorship (minor's estate is valued over \$50,000.00)	\$ 176.50	\$ 0.00	\$ 176.50
Small Tutorship (minor's estate is valued at \$50,000 or less)	\$ 320.50	\$ 25.00	\$ 345.50
Interdiction, Curatorship, Guardianship, and Trust	\$ 180.50	\$ 25.00	\$ 205.50
Small Interdiction (Interdict's estate is valued at \$20,000 or less)	\$ 485.50	\$ 25.00	\$ 510.50
Emancipation	\$ 255.50	\$ 25.00	\$ 280.50
Appeal for Parking violation from the City of New Orleans (double the amount of the original ticket not to exceed (\$510.50))	\$ 320.50	\$ 25.00	\$ 345.50

Joint petition to approve worker's compensation or minor's settlement filed as an initial pleading	\$ 320.50	\$ 25.00	\$ 345.50
Suit to make a foreign judgment executory and pleadings relating thereto	\$ 485.50	\$ 25.00	\$ 510.50
Petition for issuance of a subpoena	\$ 485.50	\$ 25.00	\$ 510.50
Petition for Name Change	\$ 225.00	\$ 25.00	\$ 250.00
Petition for admission Pro Hac Vice	\$ 455.00	\$ 0.00	\$ 455.00
Transfer fee from First City Court or Second City Court plus difference of filing fee	\$ 47.00	\$ 0.00	\$ 47.00

DISCOVERY PLEADINGS	FILING FEE
Interrogatories	\$6.00 for first page, \$4.00 each additional page
Request for Admissions	\$6.00 for first page, \$4.00 each additional page
Request for Production of Documents	\$6.00 for first page, \$4.00 each additional page
Any other discovery pleadings	\$6.00 for first page, \$4.00 each additional page

	FILING FEE
Descriptive List	\$6.00 for first page, \$4.00 each additional page
Witness list	\$6.00 for first page, \$4.00 each additional page
Exhibit List	\$6.00 for first page, \$4.00 each additional page

	FILING FEE
Exhibits (Paper)	\$2.00 per page
Exhibits (Object)	\$5.00 per non-paper item or object
Exhibits (Disk)	\$2.00 per page and/or image
Document or other paperwork submitted on disk or hard drive	

The above schedule does not affect the charge presently imposed for transcripts of appeals, the charge for true copies or other pleadings. However, a certified copy of a pleading requested for other purposes is subject to the charge presently in effect.

Certified Copies	\$ 3.00/pg
Uncertified copies	\$ 1.00/pg
Certified in accordance with "act of congress"	\$ 12.00
Pro tho notarial certificates	\$ 6.00
Facsimile transmission fee: \$5.00 plus \$2.50/page for transmissions in excess of two pages	\$ 5.00

\*In the event non-named claimants in a mass tort for whom a filing fee has not been previously charged assert a claim, then a charge shall be assessed against them and defendants opposing them, before they testify, in accordance with the fee schedule on file with the Clerk.

1. If the amendment or supplementation is to correct a typographical error or to specifically name a party generically referred to (e.g. XYZ Corp., or Jane Doe) in the original pleading, no fee will be assessed. Effective 7/1/00
2. Specifically, Motions for Summary Judgment, prescription, res judicata, no cause of action, no right of action, lack of jurisdiction over the person of the defendant, and lack of jurisdiction over the subject of the action. Effective 7/1/00
3. This fee is assessed to each motion to compel discovery. Separate discovery matters shall be assessed separately even if filed jointly in one motion. Effective 7/1/00