

CLERK OF CIVIL DISTRICT COURT

CIVIL DIVISION
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New Orleans, Louisiana 70112
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LAND RECORDS DIVISION
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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: December 10, 2025

RE: **EFFECTIVE JANUARY 1, 2026**
FILING BY FACSIMILE TRANSMISSION
FILING FEE INCREASE - Louisiana Judicial College

Please be advised that per RS 13:850, until January 1, 2026, any document in a civil action may be filed with the clerk of court by facsimile transmission. Therefore, the attached cost schedule, which is effective January 1, 2026, no longer includes the facsimile transmission fee.

Further, be advised that the Louisiana Judicial College has informed me that Pursuant to Act 299 (2025), the filing fee authorized by RS 13:86 payable to the Louisiana Judicial College, has been increased to \$2.50 effective January 1, 2026.

Therefore, effective January 1, 2026, the following items reflect the increases that are due at the time of filing:

- Petition - \$513.50
- Class Action Certification or filing Class Action Suit - \$1,262.00
- Petition for Garnishment - \$292.50
- Domestic Petition: Custody not filed w/Divorce, Establish Paternity, Disavowal of Paternity, Appoint Curator - \$505.50
- Petition to make Judgment Executory - \$513.50
- Domestic Relations Petition (Divorce) - \$336.50
- Petition for Partition by Licitation - \$513.50
- Petition for Partition of Community Property (Domestic) - \$337.00
- Proof of Claim Against Succession - \$181.50
- Succession (filing fee to be paid at time of filing original petition) Administration or Simple Possession - \$442.50
- Succession (gross estate \$125,000.00 or less) Administration or Simple Possession - \$255.50

- Petition for Notice of Application for Appointment of Administrator - \$179.50
- Tutorship - \$348.50
- Small Tutorship (minor's estate is valued at \$50,000.00 or less) - \$208.50
- Interdiction, Curatorship, Guardianship, and Trust - \$513.50
- Small Interdiction (Interdict's estate is valued at \$20,000.00 or less) - \$283.50
- Emancipation - \$348.50
- Appeal for Parking violation from City of New Orleans (double the amount of the ticket not to exceed \$513.50) - \$513.50
- Joint Petition to approve Worker's Compensation or Minors' Settlement filed as an initial pleading - \$348.50
- Suit to make Foreign Judgment Executory and pleadings relating thereto - \$513.50
- Petition for Issuance of Subpoena - \$513.50

Additionally, be advised that the Fourth Circuit Court of Appeal informed me that per the fee authorized by Act 299 of the 2025 Regular Session of the Legislature, The Court of Appeal, Fourth Circuit will increase the cost to file a civil appeal to \$344.00.



Louisiana Judicial COLLEGE

November 24, 2025

TO: All Louisiana Clerks of City, Parish, Juvenile, Family, District,
Appellate and Supreme Courts; Mayors and Magistrates

FROM: Michael Schachtman, Louisiana Judicial College Executive Director
Sandra Vujnovich, Judiciary Commission of Louisiana Chief
Executive Officer

RE: **INCREASE IN LA R.S. 13:86 FILING FEE TO \$2.50,
PURSUANT TO ACT 299, effective January 1, 2026**

Please be advised that pursuant to Act 299 (2025), the filing fee authorized by RS 13:86 payable to the Louisiana Judicial College, has been increased to **\$2.50, effective January 1, 2026**. The Louisiana Judicial Council has given its approval of this increased court cost.

Attached is a copy of Act 299, and a copy of the form to be included with your monthly collections. The form can also be found on the Louisiana Supreme Court website at www.lasc.org under "Judicial Administrator's Office/Forms." Other than the transmittal form and your check, no other documentation should be transmitted with your payment. The \$2.50 collection is to be mailed to the address on the form and is due by the 15th of the month following the collections. As Act 299 is effective January 1, 2026, collections for the month of January 2026 should be submitted by February 15, 2026.

Thank you in advance for your cooperation. Please contact Michael Schachtman, Louisiana Judicial College Executive Director at mschachtman@lasc.org if you have any questions.

Attachments – Act 299, Form



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

December 8, 2025

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

RE: Louisiana Judicial College –
Filing Fee, Effective January 1, 2026 – Increase In Fee - Civil Appeal

Dear Ms. Napoleon:

Please be advised that pursuant to the notification received from the Louisiana Judicial College dated November 24, 2025 (see attached) regarding the increase in the current filing fee authorized by Act 299 of the 2025 Regular Session of the Legislature, the Court of Appeal, Fourth Circuit will increase the cost to file a civil appeal to \$ 344.00. This fee increase will become effective on **January 1, 2026**.

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



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

NOTICE

Effective January 1, 2026



Chelsey Richard Napoleon
Clerk of Court

CIVIL FILING FEE SCHEDULE

Pursuant to Local Rule 5, the following fee schedule reflects the 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 299 of the 2025 Regular Session), effective January 1, 2026, the Clerks of District Courts shall impose and collect from each party liable for court costs the additional sum of two dollars and fifty cents for the initial filings in all civil matters.

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)) | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| If there are more than five defendants named by the plaintiff, the 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 | \$ 173.00 | \$ 0.00 | \$ 173.00 |
| 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 | \$ 208.50 | \$ 25.00 | \$ 233.50 |
| Request for trial by jury | \$ 780.00 | \$ 0.00 | \$ 780.00 |
| Third party demand | \$ 121.50 | \$ 25.00 | \$ 146.50 |
| Reconventional demand | \$ 121.00 | \$ 25.00 | \$ 146.00 |
| Cross claim | \$ 121.00 | \$ 25.00 | \$ 146.00 |
| All dispositive motions or exceptions (domestic matters excepted) ² | \$ 94.00 | \$ 0.00 | \$ 94.00 |
| All other motions and exceptions (domestic matters excepted) ³ | \$ 47.00 | \$ 0.00 | \$ 47.00 |
| Class action – Any request for filing a suit for a class action | \$1,237.00 | \$ 25.00 | \$1,262.00 |
| 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 | \$ 267.50 | \$ 25.00 | \$ 292.50 |
| Recordation of attorney's contingency fee contract | \$ 166.50 | \$ 0.00 | \$ 166.50 |
| Domestic petition: Custody not filed w/Divorce, Establish Paternity, Disavowal of Paternity, Appoint Curator, Petition to make Judgment Executory | \$ 505.50 | \$ 0.00 | \$ 505.50 |
| Domestic relations petition (Divorce) | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| Domestic relations answer | \$ 336.50 | \$ 0.00 | \$ 336.50 |
| 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 | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| Answer to petition for partition – domestic | \$ 337.00 | \$ 0.00 | \$ 337.00 |
| 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 | \$ 156.50 | \$ 25.00 | \$ 181.50 |
| Succession (gross estate \$125,000 or less) Administration or Simple Possession | \$ 417.50 | \$ 25.00 | \$ 442.50 |
| Petition for notice of application for appointment of Administrator | \$ 230.50 | \$ 25.00 | \$ 255.50 |
| Tutorship (minor's estate is valued over \$50,000.00) | \$ 179.50 | \$ 0.00 | \$ 179.50 |
| Small Tutorship (minor's estate is valued at \$50,000 or less) | \$ 323.50 | \$ 25.00 | \$ 348.50 |
| Interdiction, Curatorship, Guardianship, and Trust | \$ 183.50 | \$ 25.00 | \$ 208.50 |
| Small Interdiction (Interdict's estate is valued at \$20,000 or less) | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| Emancipation | \$ 258.50 | \$ 25.00 | \$ 283.50 |
| Appeal for Parking violation from the City of New Orleans (double the amount of the original ticket not to exceed (\$513.50)) | \$ 323.50 | \$ 25.00 | \$ 348.50 |

| | | | |
|--|-----------|----------|-----------|
| Joint petition to approve worker's compensation or minor's settlement filed as an initial pleading | \$ 323.50 | \$ 25.00 | \$ 348.50 |
| Suit to make a foreign judgment executory and pleadings relating thereto | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| Petition for issuance of a subpoena | \$ 488.50 | \$ 25.00 | \$ 513.50 |
| 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 |

*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