



# THE COUNTY OF CHESTER



## OFFICE OF THE SHERIFF

201 West Market Street, Suite 1201  
P.O. Box 2748 West Chester PA 19382-0991

FREDDA L. MADDOX  
Sheriff

KEVIN D. DYKES  
Chief Deputy

### CIVIL PROCESSING FEE SCHEDULE

Effective March 2021

All fees must be paid at the time service paperwork is submitted. The Sheriff's Office **accepts** payment by cash, certified check, money order, or law firm check and **does not accept** personal or business checks. **We do accept credit or debit cards over the counter in the office.**

All checks should be made payable to "Chester County Sheriff".

These fees are held in escrow until service is complete and/or the time for service has expired. The actual costs of service (mileage, county fees, surcharges, etc.) are then charged against the escrow account. If funds remain, a refund will be issued to the person or entity issuing the initial payment. If additional funds are due, the person or entity requesting service will be billed.

#### Standard Service In-County

Is the civil action filed in Chester County with service to at least one defendant located in Chester County?

Is the civil action filed in Chester County with service to defendant(s) located out of state via certified mail?

Is the civil action filed in Philadelphia County with service to defendant(s) located in Chester County and bypassing the Philadelphia Sheriff's Office?

Is the civil action filed outside of Pennsylvania with service to defendant(s) located in Chester County?

Number of Defendants	Fee
Up to 4 defendants or 4 addresses	<b>\$250.00</b>
More than 4 defendants or 4 addresses	Call for estimated costs, (610) 344-6861 or 6853

#### Deputized Service TO Another County

Is the civil action filed in Chester County with service to defendant(s) located in any other Pennsylvania County?

Filing Type	Fee
Up to 4 defendants or 4 addresses	<b>\$200.00</b> <b>Plus applicable foreign County fees</b>
More than 4 defendants or 4 addresses	Call for estimated costs (610) 344-6861 or 6853

#### Deputized Service FROM Another County

Is the civil action filed in any other Pennsylvania County with service to defendant(s) located in Chester County?

Number of Defendants	Fee
Up to 4 defendants or 4 addresses	\$200.00
More than 4 defendants or 4 addresses	Call for estimated costs, (610) 344-6861 or 6853

#### Service and Processing for Writs

Filing Type	Fee
Personal Property Levy	\$500.00
Garnishment	<b>\$250.00</b>
Levy & Garnishment	<b>\$650.00</b>
Possession	\$250.00
Impound/Seizure of Vehicle	\$1,000.00 (per vehicle)