

**Kinnis Williams, Sr.
Clerk of the Circuit Court**

FEE BOOK

**Circuit Court for the 20th
Judicial Circuit
St. Clair County, Illinois**

Revised August 21, 2023

[Note: The fee book represents the state standard fee schedules](#)

Kinnis Williams, Sr.

**Clerk of the Circuit Court
20th Judicial Circuit
St. Clair County, Illinois**

**Main Operator
(618) 277-6832**

OFFICE HOURS

**Monday through Friday
8:00am to 4:30pm**

Closed Saturday and Sunday and all Legal Holidays

MAILING ADDRESS

**Clerk of the Circuit Court
St. Clair County
10 Public Square
Belleville, IL 62222
P. O. Box 0691**

INFORMATION TERMINALS

**The Clerk of the Circuit Court has made available computerized information terminals to the public
for access to Circuit Clerk Records.**

Terminals are located on the 3rd Floor, Circuit Clerk's Office.

GENERAL INFORMATION

This schedule of fees is designed primarily to give you an outline of the fees that are required for the Circuit Court Clerk to collect in civil and criminal cases. The fees are established by the Illinois General Assembly.

The fees of the St. Clair County Circuit Court Clerk are set forth in the 705 ILCS 105/27.1b and set by resolution of the County Board of St. Clair County in order to continue in effect. Civil cases are filed only if the proper fees are remitted at the time of filing, unless a civil fee waiver is presented. Civil Filing Fee Schedules are determined by Supreme Court Order. Exception to filing fees are contained in statute, as well as the Illinois Trial Court Configuration Codes.

Criminal and Traffic fees and assessments are provided for within the Criminal and Traffic Assessment Act. Fines are assessed by the court.

In addition, other specific fees that are assessed are provided for in other sections of the Illinois Compiled Statutes.

All records except those impounded by statute or order of the court are open to the public during business hours.

The Circuit Clerk does not give legal advice or render opinions.

St. Clair County requires that the Illinois State Bar Number must be submitted on all pleadings of the attorney filing the pleading.

General Administrative order 03-48 effective January 1, 2004 states all bond refunds and gross proceeds paid to an attorney or firm will not be issued until the Firm's Federal ID number and Attorney's Social Security number is on file with the accounting division within the Circuit Clerk's Office pursuant to section 6045 (f) of the Internal Revenue Code.

Fee Waiver for Units of Government

No fee provided for herein shall be charged to any unit of state or local government or school district unless the court orders another party to pay such fee on its behalf. The fee requirements of this section shall not apply to police departments or other law enforcement agencies. In this section, "law enforcement agency" means an agency of the state or a unit of local government that is vested by law or ordinance with the duty to maintain public order and to enforce criminal laws and ordinances.

If you are unable to pay the required criminal assessments, you may ask the court to waive payment of them by applying for an assessment waiver provided for under the Code of Criminal Procedure (725 ILCS 5/124A-20).

If you are unable to pay the fees, costs, and charges of a civil action, you may ask for an application for waiver of court fees, costs, and charges provided for under the Code of Civil Procedure (735 ILCS 5/5-105).

All fees are subject to change.

SCHEDULED CIVIL COURT FEES

Clerks of the Courts Act Schedule 1 – Fee is \$316.00

Schedule 1 shall include the following case categories:

Arbitration (AR) cases where the amount in controversy is \$15,000.01 or more;

Chancery (CH) cases;

Dissolution with Children (DC) cases;

Dissolution without Children (DN) cases;

Eminent Domain (ED) cases;

Family (FA) cases;

Except:

-Voluntary petitions to determine parentage filed pursuant to section 309 of the Illinois Parentage Act of 2015 (750 ILCS 46/309);

Foreclosure (FC) cases*;

*Residential Real Estate cases include an additional \$100 mediation fee.

Governmental Corporation (GC) cases;

Law (LA) cases;

Law-Magistrate (LM) cases where the amount in controversy is \$15,000.01 or more;

Miscellaneous Remedy (MR) cases;

Except:

-Cases filed pursuant to the Estrays and Lost Property Act (765 ILCS 1020/1 et seq.);

-Petitions seeking administrative review of unemployment decisions filed pursuant to Section 1100 of the Unemployment Insurance Act (820 ILCS 405/1100);

Miscellaneous Criminal (MX) cases;

Tax (TX) cases.

Clerks of the Courts Act Schedule 2 – Fee is \$266.00

Schedule 2 shall include the following cases categories:

Arbitration (AR) cases where the amount in controversy is \$15,000.00 or less;

Eviction (EV) cases*;

Except:

-Eviction cases filed pursuant to Article IX of the Code of Civil Procedure (735 ILCS 5/9-101 et seq.) seeking possession only;

*Residential cases include an additional \$100 mediation fee.

Guardianship (GR) cases;

Probate (PR) cases;

Except:

The file of a will pursuant to section 6-1 of the Probate Act (755 ILCS 5/6-1);

Law Magistrate (LM) cases where the amount in controversy is \$15,000.00 or less;

Small Claims (SC) cases where the amount in controversy is \$2,500.01 or more

Administration of Decedent's Estate – Intestate and Testate.....\$366.00
(Includes \$100.00 Guardianship and Advocacy Fee)

Missing Person.....\$366.00
(Includes \$100.00 Guardianship and Advocacy Fee)

Clerks of the Courts Act Schedule 3 – Fee is \$91.00

Schedule 3 shall include the following cases categories:

Adoption (AD) cases;

Except:

Petitions for appointment of a confidential intermediary filed pursuant to Section 18.3a of the Adoption Act. (750 ILCS 50/18.3a);

Eviction (EV) seeking possession only cases*;

*Residential-Possession Only cases include an additional \$100 mediation fee.

Small Claims (SC) cases where the amount in controversy is \$2,500.00 or less.

Clerks of the Courts Act Schedule 4 – Fee is \$0

Schedule 4 shall include the following case categories:

Adoption (AD) cases:

-Petition for appointment of a confidential intermediary filed pursuant to Section 18.3a of the Adoption Act (750 ILCS 50/18.3a);

Probate (PR) cases:

-The filing of a will pursuant to section 6-1 of the Probate Act (755 ILCS 5/6-1);

Family (FA) cases:

-Voluntary petitions to determine parentage filed pursuant to section 309 of the Illinois Parentage Act of 2015 (750 ILCS 46/309);

Mental Health (MH) cases;

Miscellaneous Remedy (MR) cases:

-Cases filed pursuant to the Estrays and Lost Property Act (765 ILCS 1020/1 et seq.)

-Petitions seeking administrative review of unemployment decisions filed pursuant to Section 1100 of the Unemployment Insurance Act (820 ILCS 405/1100);

Order of Protection (OP) cases;

Any case filed by units of local government or school districts.

SCHEDULED CIVIL COURT APPEARANCE FEES

Clerk of the Courts Act Civil Appearance Fee Schedule 1 – Fee is \$189.00

Civil Appearance Fees for schedule 1 shall include the following case categories:

Arbitration (AR) cases;

Chancery (CH) cases:

Dissolution with Children (DC) cases;

Dissolution without Children (DN) cases;

Eminent Domain (ED) cases;

Eviction (EV) cases;

Except:

-Eviction cases filed pursuant to Article IX of the Code of Civil Procedure (735 ILCS 5/9-101 et seq.) seeking possession only;

Family (FA) cases;

Except:

-Petitions filed under the Parental Notice of Abortion Act (750 ILCS 70/1 et seq.);

-Voluntary petitions to determine parentage filed pursuant to section 309 of the Illinois Parentage Act of 2015 (750 ILCS 46/309);

Foreclosure (FC) cases;

Governmental Corporation (GC) cases;

Guardianship (GR) cases;

Law (LA) cases;

Law Magistrate (LM) cases where the amount in controversy is \$15,000.01 or more;

Miscellaneous Remedy (MR) cases;

Except:

-Cases filed pursuant to the Estrays and Lost Property Act (765 ILCS 1020/1 et seq.);

-Petitions seeking administrative review of unemployment decisions filed pursuant to Section 1100 of the Unemployment Insurance Act (820 ILCS 405/1100);

Miscellaneous Criminal (MX) cases;

Probate (PR) cases;

Small Claims (SC) cases where the amount in controversy is \$2,500.01 or more;

Tax (TX) cases.

[Clerk of the Courts Act Appearance Fee Schedule 2 – Fee is \\$109.00](#)

Schedule 2 Civil Appearance Fees shall include the following cases categories:

Eviction (EV) seeking possession only cases;

Small Claims (SC) cases where the amount in controversy is \$2,500.00 or less.

Clerk of the Courts Act Appearance Schedule 3 – Fee is \$0

Civil Appearance Fees for schedule 3 shall include the following cases categories:

Adoption (AD) cases;

Family (FA) cases;

-Petitions filed under the Parental Notice of Abortion Act (750 ILCS 70/1 et seq.);

-Voluntary petitions to determine parentage filed pursuant to section 309 of the Illinois Parentage Act of 2015 (750 ILCS 46/309);

Mental Health (MH) cases;

Miscellaneous Remedy (MR) cases:

-Cases filed pursuant to the Estrays and Lost Property Act (765 ILCS 1020/1 et seq.);

-Petitions seeking administrative review of unemployment decisions filed pursuant to Section 1100 of the Unemployment Insurance Act (820 ILCS 405/1100);

Orders of Protections (OP) cases;

All appearances filed by units of local government or school districts.

SCHEDULED CRIMINAL COURT FEES

Clerk of the Courts Act Generic Felony Offenses

Schedule 1
Generic Felony Offenses\$549.00

Clerk of the Courts Act Felony DUI Offenses

Schedule 2
Felony DUI Offenses\$1,709.00

Clerk of the Courts Act Felony Drug Offenses

Schedule 3
Felony Drug Offense.....\$2,215.00

Clerk of the Courts Act Felony Sex Offenses

Schedule 4
Felony Sex Offenses.....\$1,314.00

Clerk of the Courts Act Generic Misdemeanor Offenses

Schedule 5
Generic Misdemeanor Offenses.....\$439.00

Clerk of the Courts Act Misdemeanor DUI Offenses

Schedule 6
Misdemeanor DUI Offenses.....\$1,381.00

Clerk of the Courts Act Misdemeanor Drug Offenses

Schedule 7
Misdemeanor Drug Offenses.....\$905.00

Clerk of the Courts Act Misdemeanor Sex Offenses

Schedule 8
Misdemeanor Sex Offenses.....\$1,184.00

Clerk of the Courts Act Major Traffic Offenses

Schedule 9
Major Traffic Offenses.....\$325.00

Clerk of the Courts Act Minor Traffic Offenses

Schedule 10
Minor Traffic Offenses.....\$226.00

Clerk of the Courts Act Truck Weight & Load Offenses

Schedule 10.5
Truck Weight & Load Offenses.....\$260.00

Clerk of the Courts Act Conservation Offenses

Schedule 11
Conservation Offenses.....\$195.00

Clerk of the Courts Act Dispositions under Supreme Court Rule 529

Schedule 12
Dispositions under Supreme Court Rule 529.....\$164.00

Clerk of the Courts Act Non-Traffic Violations

Schedule 13
Non-Traffic Violations.....\$100.00

ADDITIONAL CIVIL FEES

PUBLICATIONS

The cost of publication shall be paid directly to the publisher by the person seeking the publication, whether the clerk or the parties to the suit are required by law to publish.

INCOMING MAIL

To expedite your correspondence please address all incoming mail to the attention of the proper division. The mailing address and P. O. Box number for the Circuit Clerk's Office is listed on the cover page.

RECORD SEARCH

Per year searched for each individual.....\$6.00

ALIAS SUMMONS

For each alias summons issued.....\$5.00

RETURNED CHECKS

Insufficient fund checks.....\$25.00

CERTIFIED MAIL

For each summons or notice, the clerk is required to mail certified fee of \$5.54 plus the \$10.00 mailing fee.....\$15.54
Restricted delivery fee of \$10.04 plus the \$10.00 mailing fee.....\$20.04

MAILING NOTICES AND PROCESSES

All notices clerk is required to mail.....\$10.00
(\$10.00 is in addition to the postage)

JURY FEE

6-Man Jury\$106.25
12-Man Jury.....\$212.50

Except:

- *Probate cases provided for under 705 ILCS 105/27.1b(v)(5)*
- *Small Claims cases provided for under Supreme Court Rule 285*
- *"quasi-criminal in its nature"*
- *"proceeding for the exercise of the right of eminent domain"*
- *"every other action wherein the right of trial by jury is or may be given by law."*
- *Cases filed pursuant to the IL Marriage & Dissolution of Marriage Act (750 ILCS 5/103)*
- *Cases filed pursuant to the IL Parentage Act (750 ILCS 46/619)*
- *Cases filed pursuant to the IL Domestic Violence Act of 1986 (750 ILCS 60/206)*
- *Cases filed pursuant to the Stalking No Contact Order Act (740 ILCS 21/40)*
- *Cases filed pursuant to the Civil No Contact Order Act (740 ILCS 22/204.5)*
- *Cases filed pursuant to the Property Tax Code (35 ILCS 200/1et seq.)*

(Order of Protection Jury Fee limited to Firearm Restraining Order cases)

SMALL CLAIMS JURY FEE

6 Man Jury.....\$12.50
12 Man Jury.....\$25.00

CHANGE OF VENUE TRANSFER OUT

Preparation and certification of record on change of venue, when original documents or copies are forwarded.....\$40.00

CHANGE OF VENUE TRANSFER IN

Change of Venue Schedule 1.....	\$303.00
Change of Venue Schedule 2.....	\$253.00
Change of Venue Schedule 3.....	\$88.00

CERTIFICATION OR AUTHENTICATION

Each certification or authentication with seal of office.....	\$6.00
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COPY FEE

First page.....	\$2.00
Each additional page from 2-20.....	\$0.50
All additional pages after 20.....	\$0.25

APPEALS

Preparation of record when original documents are forwarded under 100 pages, plus delivery costs.....	\$50.00
Preparation of record when original documents are forwarded over 100 pages, plus delivery costs.....	\$100.00
Preparation of record when original documents are forwarded over 200 pages, an additional fee per page.....	\$0.25

AUXILIARY PROCEEDINGS

Any auxiliary proceeding relating to the collection of money judgment; including garnishment, citation, or wage deduction action:

When the amount does not exceed \$1,000.00.....	\$15.00
When the amount exceeds \$1,000.00 but not \$5,000.00.....	\$30.00
When the amount exceeds \$5,000.00.....	\$50.00

CORRECTION OF CASES

For correcting the case number or case title on any document filed in the office, charged against the filer.....	\$25.00
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COLLECTIONS

For all collections made for others, except child support cases.....2.5% of the amount collected

HARD-COPY PRINT OUTPUT

Each page of hard copy print output, when case records are maintained on an automated computer-generated medium.....	\$6.00
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EXPUNGEMENT (WHEN NO CRIMINAL CASE EXISTS).....\$62.00

REINSTATEMENT OF DRIVER'S LICENSE (CLERK'S FEE).....\$5.00

*****Cases where child support was ordered*****

ARBITRATION REJECTION FEE

\$30,000.00 or less.....	\$200.00
Over \$30,000.00.....	\$500.00

ARIBITRATION COUNTERCLAIM OR THIRD-PARTY CLAIM

Counterclaim or third-party claim after the appearance fee has been paid when the amt up to \$15,000.00.....	\$15.00
Counterclaim or third-party claim after the appearance fee has been	

paid when the amt exceeds \$15,000.01 but does not exceed \$50,000.00.....\$100.00

COUNTERCLAIM OR THIRD-PARTY CLAIM-SC.....NO FEE

COUNTERCLAIM OR THIRD-PARTY CLAIM.....\$100.00

PETITION TO VACATE OR MODIFY

Petition to vacate or modify any final judgment or order of court
(except in forcible entry and detainer cases and small claims cases)
or a petition to reopen an estate, if filed before 30 days after the
entry of the judgment or order.....\$50.00

Petition to vacate or modify any final judgment or order of court,
if filed later than the 30 days after the entry of the judgment or
order.....\$75.00

Petition to vacate order of bond forfeiture.....\$40.00

PROBATE/GUARDIANSHIP- MISCELLANEOUS FEES

JURY FEE

6 or 12 Man Jury.....\$137.50

PETITION TO REOPEN ESTATE.....\$25.00

CLAIMS FILED AGAINST AN ESTATE:

\$150.00 to \$499.00.....\$25.00

\$500.00 to \$9,999.00.....\$40.00

\$10,000.00 or more.....\$60.00

EACH ACCOUNTING

Other than the final accounting of decedent, minor or disabled person.....\$25.00

LETTERS OF OFFICE

Original.....NO FEE

Each Certified Copy.....\$2.00

ADDITIONAL CRIMINAL FEES

JURY FEES

Ordinance Violation punishable by fine only.....\$137.50

PROBATION SERVICES FEE

Pursuant to Chapter 38 Section 204-7.1 the Clerk of the Circuit Court is hereby
directed to collect from those adults sentenced to a period of probation, a
Probation Service Fee to be assessed by the trial judge and not to exceed \$50.00

per month.

SHERIFF INTERSTATE PROBATION TRANSFER FEE.....\$125.00

EXPUNGEMENT/ SEALING OF RECORDS

For each Expungement /Sealing petition filed.....\$60.00

(Admin. Circuit Clerk fee \$10.00 from the \$60.00 Pursuant to Public Act 95-955)

Per each Order to seal or expunge records maintained by Illinois State

Police (Effective July 1, 2004 and Amended January 1, 2009) Payable to ISP.....\$60.00

Mailing Order Granted for Expungement / Sealing to 4 required agencies @ 10.00 per notice.....\$40.00

TOTAL.....\$100.00

MOTION TO VACATE/MODIFY

Motion to vacate or amend final order.....\$40.00

Motion to vacate bond forfeiture orders.....\$40.00

Motion to vacate exparte judgments.....\$40.00

Motion to vacate judgment on forfeiture.....\$40.00

Motion to vacate Failure to Appear or Failure to Comply notices sent to the Secretary of State.....\$40.00

TEN PERCENT.....10% of Bond Posted

NOTICES

Notice Sent to Secretary of State under Chapter 625

ILCS 306.4 (each).....\$10.00

Notice Sent to Defendant under Chapter 625 ILCS 306.4.....\$10.00

JUVENILE DIVISION

DNA ANALYSIS FEE.....\$250.00

PROBATION FEE (MONTHLY).....Amount Determined by the Judge

JUVENILE SUPERVISION FEE (MONTHLY).....Amount Determined by the Judge

Case Designation

Case Category	Case Type	Division	Division Location
AD	ADOPTION	Family	3 RD Floor
AR	ARBITRATION	Civil	3 rd Floor
CC	CONTEMPT OF COURT	Civil or Criminal	3 rd Floor
CF	CRIMINAL FELONY	Felony	3 rd Floor

Case Category	Case Type	Division	Division Location
CH	CHANCERY	Civil	3 rd Floor
CL	CIVIL LAW	Traffic	3 rd Floor
CM	CRIMINAL MISDEMEANOR	Traffic	3 rd Floor
CV	CONSERVATION VIOLATION	Traffic	3 rd Floor
DC	DISSOLUTION WITH CHILDREN	Family	3 rd Floor
DN	DISSOLUTION NO CHILDREN	Family	3 rd Floor
DT	DRIVING UNDER THE INFLUENCE	Traffic	3 rd Floor
DV	DOMESTIC VIOLENCE	Traffic	3 rd Floor
ED	EMINENT DOMAIN	Civil	3 rd Floor
EV	EVICTON	Civil	3 rd Floor
FA	FAMILY	Family	3 rd Floor
FC	FORECLOSURE	Civil	3 rd Floor
GC	GOVERNMENTAL CORPORATION	Civil	3 rd Floor
GR	GUARDIANSHIP	Probate	3 rd Floor
JA	JUVENILE -NEGLECT AND ABUSE	Juvenile	3 rd Floor
JD	JUVENILE - DELINQUENT	Juvenile	3 rd Floor
JV	JUVENILE	Juvenile	3 rd Floor
LA	LAW OVER \$50,000.00	Civil	3 rd Floor
LM	LAW MAGISTRATE	Civil	3 rd Floor
MH	MENTAL HEALTH	Probate	3 rd Floor
MR	MISCELLANEOUS REMEDIES	Civil	3 rd Floor
MT	MAJOR TRAFFIC	Traffic	3 rd Floor
MX	MISCELLANEOUS CRIMINAL	Civil	3 rd Floor
OP	ORDER OF PROTECTION	Family	3 rd Floor
OV	ORDINANCE VIOLATION	Traffic	3 rd Floor
PR	PROBATE	Probate	3 rd Floor
QC	QUASI-CRIMINAL	Traffic	3 rd Floor
SC	SMALL CLAIMS	Small Claims	3 rd Floor
TR	MINOR TRAFFIC	Traffic	3 rd Floor
TX	TAX	Probate	3 rd Floor

