

CITY AND COUNTY OF BROOMFIELD CIVIL FEE SCHEDULE



As adopted by
RESOLUTION 2011-152
November 16, 2011



Listed Below if the Fee Structure for Civil Process Fees pursuant to C.R.S. 30-1-104

Pursuant to C.R.S. 30-1-116, the Civil Unit is required to collect fees in ADVANCE.

Document/Service	SERVICE FEE All Fees will be actual expenses ⁽¹⁾ but not to exceed the dollar amount listed, plus mileage	DEPOSIT REQUIRED - Service will be actual expenses which could be more or less than the deposit. If less than deposit, refunds will follow department policy (See Note Below) ⁽²⁾	NON-SERVICE FEE
CIVIL			
(a.5) Summons and Complaint			(b.5)
– Civil	\$35.00		\$20.00
– Delinquency (Juvenile)	\$35.00		\$20.00
– Dependency & Neglect	\$35.00		\$20.00
– Dissolution of Marriage	\$35.00		\$20.00
– Unlawful Detainer (FED)	\$35.00		\$20.00
(a.5) Citation - Contempt	\$35.00		\$20.00
(a.5) Citation - Other	\$35.00		\$20.00
(a.5) Demand for Possession	\$35.00		\$20.00
(a.5) Dstraint Warrant	\$35.00		\$20.00
(a.5) Interrogatories (Service)	\$35.00		\$20.00
(a.5) Injunction	\$35.00		\$20.00
(a.5) Judgment and Decree (Service)	\$35.00		\$20.00
(a.5) Notice and Summons to Appear	\$35.00		\$20.00
(a.5) Notice of Hearing	\$35.00		\$20.00
(a.5) Notice of Levy	\$35.00		\$20.00
(a.5) Notice of Sheriff's Sale	\$35.00		\$20.00
(a.5) Notice to Quit	\$35.00		\$20.00
(a.5) Notice to Vacate	\$35.00		\$20.00
(a.5) Notice - Other	\$35.00		\$20.00
(a.5) Order to Show Cause (contempt)	\$35.00		\$20.00
(a.5) Order to Show Cause (other)	\$35.00		\$20.00
(a.5) Protection Order - Domestic	No Fee		
(a.5) Protection Order - Other	\$35.00		\$20.00
(a.5) Release of Levy / Attachment	\$35.00		\$20.00
(h) Mileage	Zone - Based Mileage Zone 1/\$7.00, Zone 2/\$3.00, Zone 3/\$2.00, Zone 4/\$4.00, Zone 5/\$6.00		
(c.5) Subpoena	\$60.00		\$20.00
(g) Writ of Continuing Garnishment	\$20.00		
(g) Writ of Garnishment for Child Support	\$20.00		
(g) Writ of Garnishment in Aid of Writ of Attachment	\$20.00		
(g) Writ of Garnishment Other Than Natural Person	\$20.00		
(g) Writ of Garnishment - Notice of Exemption / Levy	\$20.00		
(e) Juror Service	\$10.00		
(o) Posse Comitatus			
– Serve writ with aid	\$60.00		
– Serve writ without aid	\$4.00		
Civil Standby (2 Officers Required - 1 hour minimum)	\$66.00/hr.		
CRIMINAL			
(a) Summons and Complaint	\$15.00		\$5.00
(c) Subpoena	\$7.00		\$5.00
(a) Other Writs of Process	\$15.00		\$5.00
(h.5) Mileage	Mileage based upon the current maximum mileage allowance provided for state officers under section 24-9-104		
EXECUTIONS			
Shares of Stock			
(cc) - Execution and Levying		\$60.00	
(dd) - Issue Certificate of Levy	\$30.00		
(f) Writ of Attachment - Service / Return		Actual Expenses (\$75.00 Deposit)	
(j) - Execution		Actual Expenses (\$200.00 deposit required)	
Writ of Execution - Service Only	\$35.00		
(j) - Execution		Actual Expenses (\$200 deposit required)	
(ee) - Return		\$60.00	
(bb) Writ of Ne Exeat	\$20.00		
(f) Writ of Replevin - Service / Return		Actual Expenses (\$75.00 deposit required)	
(k) - Levying Writ of Replevin		Actual Expenses (\$200 deposit required)	
(gg) Writ of Restitution - Service & Execution		Actual Expenses (\$200 deposit required - not to exceed \$200 unless the work exceeds 2 hours in duration)	
(gg) Order for Possession - Service & Execution		Actual Expenses (\$200 deposit required - not to exceed \$200 unless the work exceeds 2 hours in duration)	
Decree of Foreclosure (See C.R.S. 38-38-107[2])		Actual Expenses (\$300.00 Deposit)	
(r) Advertising Property for Sale (not publication)	\$30.00		
(u) Bond taking, Approving Returning	\$10.00		
(m) Certificate of Levy	\$30.00		
Certificate of Purchase (issuing only)	\$30.00		
(ff) Certificate of Redemption (issuing only)	\$30.00		
(s) Certificate of Sale	\$30.00		
(t) Deed (issuing only)	\$40.00		
(i) Demand for Payment	\$1.00		
(x) Services in sales of real estate, besides actual expenses. Over \$3,000 1% but not to exceed \$100.00 (No commission to exceed \$100) \$20 on all bids under \$3,000			
(y) Commission in sales of personal property, besides actual expenses. (No commission to exceed \$100) 5% on sum of all bids under \$500 6% on sum of all bids over \$500 and under \$1,000 7% on sum of all bids over \$1,000			
(z) For money collected or settlements made without sale. (No commission to exceed \$150) 3% On all amounts under \$500 2% On all amounts over \$500 and under \$1,000 1.5% On all amounts over \$1,000			
DETENTION/PRISONER			
(n) Committing and Discharging Convicted Prisoners	\$30.00		
(v) Executing Capias or Warrant - Criminal	\$2.00		
(aa) Pursue / Capture Felon		\$12 per diem 12 hours, plus necessary expenses	
(w) Transporting Prisoners		\$.28 / mile (vehicle) \$.32 mile (4-wheel drive) \$.40 Nautical mile (aircraft), plus actual expenses	
(p) Writ of Habeas Corpus		\$12.00 Deposit Based on 12 hour day	
Detention Center Booking Fee	\$30.00		

⁽¹⁾ "Actual Expenses" means those personnel and processing costs incurred in typing, processing, filing, and serving said process papers but does not include mileage.

⁽²⁾ NOTE - When actual costs for any service provided are less than the service fee or deposit provided, a refund will only be issued if the difference is greater than \$25.00. Anything less than \$25.00 will be applied to administrative costs.

⁽³⁾ Pursuant to (C.R.S.) 30-1-105.5 Additional Papers to be served to the same person or different persons at the same time and place the charge is \$10.00 for each subsequent process served.

Adopted on:

- November 13, 2001, by Resolution 2001-325
- October 22, 2002, by Resolution 2002-228
- November 15, 2005, by Resolution 2005-130
- March 25, 2009, by Resolution 2009-36
- November 15, 2011, by Resolution 2011-152