

PETITION AND ORDER FOR WAIVER OF FEES AND COSTS

WHAT IF I CANNOT AFFORD TO PAY FEES?

A Petition for Waiver of Fees and Costs - Affidavit of Indigency and Order on Petition for Waiver of Fees and Costs must be submitted to the court along with the initial filing documents. The Clerk of Courts will not immediately collect a filing fee when a Petition for Waiver of Fees is included with a filing. A court official will review the petition for waiver of fees and can choose to grant the waiver, grant it only for the waiving of service or filing fees, deny it while giving the filer additional time to pay, or deny it outright. Publication fees and Guardian ad Litem fees are usually not waived.

FORMS

Form CV-410A Petition for Waiver of Fees and Costs – Affidavit of Indigency

- The petitioner to complete all blanks
- The petition must be signed before a notary. There are notaries available at the courthouse.
- The Petitioner must provide proper identification – valid driver's license or state I.D.

Form CV-410B Order on Petition for Waiver of Fees and Costs

- The petitioner to complete case caption

The above forms must be completed and submitted to the Court along with the initial filing documents (i.e. Petition for Temporary Restraining Order; Summons and Petition for Divorce; Small Claims Summons and Complaint, etc.).