

# UNITED STATES DISTRICT COURT DISTRICT OF OREGON

## SCHEDULE OF FEES (Effective July 1, 2022)

Following are fees to be charged for services provided by the district courts. No fees are to be charged for services rendered on behalf of the United States, with the exception of those specifically prescribed in items 4(b), 4(e), and 4(f). No fees under this schedule shall be charged to federal agencies or programs that are funded from judiciary appropriations, including, but not limited to, agencies, organizations, and individuals providing services authorized by the Criminal Justice Act, 18 U.S.C. § 3006A, and Bankruptcy Administrator programs.

Fees required for new civil cases opened electronically, notices of appeal, and *pro hac vice* applications are to be paid via the Court's Case Management/Electronic Case Files (CM/ECF) system. Payment for a new civil case opened electronically is made by the attorney during the filing of the case initiating document. Payment for notices of appeal and *pro hac vice* applications may be made during electronic filing of those documents. See [CM/ECF User Manual, Section 5 - Electronic Filing Protocols](#), available at [ord.uscourts.gov](http://ord.uscourts.gov).

1. FILING FEES
  - a. New Civil Case (Complaint, Notice of Removal, Prisoner Civil Rights Complaint)..... \$402.00<sup>1</sup>
  - b. Habeas Corpus Petition.....\$5.00
  - c. Cuban Liberty and Democratic Solidarity (LIBERTAD) Act 1996<sup>2</sup>.....\$6,800.00
  - d. Miscellaneous Case or filing any document that is not related to a pending case or proceeding..... \$49.00
2. APPEAL FILING FEE
  - a. Notice of Appeal<sup>3</sup> .....\$505.00
  - b. Appeal to District Judge from Conviction by US Magistrate Judge in a Misdemeanor Case..... \$39.00
3. ATTORNEY ADMISSIONS FEES
  - a. Admission of Attorney to General Practice (New Application or Reinstatement).....\$225.00
  - b. Special Admission - *Pro Hac Vice* .....\$300.00
  - c. Duplicate Certificate of Attorney Admission .....\$20.00
  - d. Certificate of Good Standing .....\$20.00
4. MISCELLANEOUS FEES
  - a. Issuance of an Apostille.....\$47.00
  - b. Record search (for each name or item searched)<sup>4</sup>..... \$32.00
  - c. Certification of any document<sup>5</sup> .....\$11.00
  - d. Exemplification of any court record<sup>5</sup> .....\$23.00
  - e. Reproduction of any document and providing a copy in paper form (per page)<sup>6</sup> ..... \$0.50
  - f. Reproduction of recordings of proceedings<sup>7</sup> .....\$32.00
  - g. Reproduction of microfiche or microfilm of any court record (per page) .....\$6.00
  - h. Registry funds fee assessment.....*See* LR 67-1(d)
  - i. Any payment returned or denied due to insufficient funds or credit card chargebacks.....\$53.00

|      |                                                                                        |         |
|------|----------------------------------------------------------------------------------------|---------|
| j.   | Retrieval of case records from the Federal Records Center                              |         |
| i.   | First box .....                                                                        | \$64.00 |
| ii.  | Second or more boxes (fee to be collected for each box) .....                          | \$39.00 |
| iii. | SmartScan Option (a) Fee to access records electronically .....                        | \$10.00 |
|      | (b) Fee to pull and re-file records.....                                               | \$ 9.90 |
|      | (c) Fee per-page.....                                                                  | \$ 0.65 |
| k.   | Witness Fee - daily.....                                                               | \$40.00 |
| l.   | Local Rules of Practice (Copies available on paper) .....                              | \$7.50  |
| m.   | Mileage Rate (per mile) .....                                                          | \$0.655 |
| n.   | Processing fee for an offense charged on a federal violation notice <sup>8</sup> ..... | \$30.00 |
| o.   | Reproduction or transmittal of an electronic record <sup>9</sup> .....                 | \$31.00 |

***NO CHANGE POLICY: Due to financial management policies established by the Administrative Office of the U.S. Courts, the Clerk's Office is not able to provide change. Exact payment for services is required.***

The Clerk's Office currently accepts the following methods of payment:

Money Order  
Check (business, cashier, certified or personal)  
Credit Card (Visa, MasterCard, American Express and Discover)

**CHECKS & MONEY ORDERS MUST BE MADE PAYABLE TO:  
CLERK, U.S. DISTRICT COURT**

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<sup>1</sup>Includes a \$52 administrative fee for filing a civil action, suit, or proceeding. This fee does not apply to applications for a writ of habeas corpus or to persons granted *in forma pauperis* (IFP) status under 28 U.S.C. § 1915.

<sup>2</sup>P.L. 104-114, 110 Stat. § 885 (1996). This fee is in addition to the filing fee prescribed in 28 U.S.C. § 1914(a) for instituting any civil action other than a writ of habeas corpus.

<sup>3</sup>Notice of Appeal fee includes both the District Court docket fee and the Appellate Court filing fee. One payment of \$505.00 per appeal should be tendered to the Clerk, United States District Court.

<sup>4</sup>This fee shall apply to services rendered on behalf of the United States if the information requested is available through electronic access.

<sup>5</sup>This fee applies whether the certification is made directly on the document or by separate instrument. The stated fee does not include the \$0.50 per page reproduction fee. When remitting payment, please include the per-page document reproduction fee (as outlined in section 4(e) above) in addition to the standard fee for certifications and/or exemplifications.

<sup>6</sup>This fee shall apply to paper copies made from either: (1) original or electronic documents; or (2) microfiche or microfilm reproductions of the original records. This fee shall apply to services rendered on behalf of the United States if the record requested is available through electronic access.

<sup>7</sup>For reproduction of recordings of proceedings, regardless of the medium, \$32, including the cost of the medium. This fee shall apply to services rendered on behalf of the United States, if the reproduction of the recording is available electronically.

<sup>8</sup>This fee is assessed for each violation notice processed through the Central Violations Bureau (CVB).

<sup>9</sup>For reproducing and transmitting in any manner a copy of an electronic record stored outside of the court's electronic case management system, including but not limited to, document files, audio recordings, and video recordings, \$31 per record provided. Audio recordings of court proceedings continue to be governed by a separate fee in item 4(f) of this schedule.