



## County of DeSoto

Ms. Dale K. Thompson, Circuit Court Clerk  
2535 Highway 51 South  
Hernando, MS 38632  
662-469-8350

### ***COURT FILING FEES / County Civil and Circuit Civil***

**FILING FEE**--- To open a new case: **\$161.00** fee per case filed. Please send additional copies with a self-stamped addressed envelope if you would like file-stamped copies mailed back to your office. Also, a copy of the complaint per summons if you prefer to have our office forward summons to be served. Please send extra copies of Subpoena/Summons for the Court file. \*\*MS Supreme Court/AOC requires a completed *Civil cover sheet* when filing new cases that can be obtained on the MS Supreme Court AOC website @ <http://www.mssc.state.ms.us>.

**Transfer fee from another court-- \$85.00 Transfer fee**

**Counter-Complaint, Cross-Claim-- \$25.00** between the Original plaintiff and the original defendants only

**Civil Service: MS Sheriff's Fee --- \$45.00**

Make check payable to the County of that Sheriff's office....

Please send (3) copies each for issuance\*\*Subpoena/Summons Served by Sheriff with more than one person at same residence- \$5.00 per additional resident\*\*

**Request for Out of State Subpoena Duces Tecum/Summons -- \$161.00**

As stated above, it is required to open a new civil case according to the Rules of MS Civil Procedure.

**Subpoena/Summons:** Payable to & served thru MS Secretary of State-- **\$25.00**

Non-Resident Motorist -- **\$15.00**

**Subpoena/Summons:** payable & served through MS Commissioner of Insurance- **\$35.00**

\*If mailing to sheriff from another county please make check payable to that county, and please send self-stamped addressed envelopes to mail to that county

**Writ of Garnishment/Writ of Execution- Clerk's fee --- \$35.00**

(Make payable to the county of service) Two (2) copies required for service

## Additional Civil Filing Fees

Abstract or Enroll a Judgment - \$6.00

Appeal from County Court to Circuit Court-- \$85.00 Filing fee

Appeal County Court to Circuit Court/Preparing transcript of record \$2.00 per page

Appeal to County Civil Court -- \$161.00 Filing Fee

Certification as to the Acts of Congress - \$5.00 / Certified Copy - \$2.50

Certified copy of Court file – \$1.00 per page plus \$2.50 Certification fee

Examination of Judgment Debtor -\$35.00

Expungements – Contact Circuit Clerk’s Office for filing fee

Notice of Filing Foreign Judgment- \$161.00 (Circuit)

Request for Out of State Subpoena - \$161.00

Notice of Renewal of Judgment -\$35.00

Petition to Contest Forfeiture - \$161.00 (County)

Suggestion of Garnishment – \$35.00

Suggestion of Garnishment on Judgment from Justice Court – \$36.00 (Circuit)

Writ of Garnishment \$35.00

Petition for Hardship License (Paraphernalia) - \$181.00 (Circuit)

Petition for Review of Driver’s License Suspension - \$161.00 (County)

Post-Conviction Relief -- \$161.00 (Circuit)

Post Judgment Subpoena - \$35.00

Supreme Court Appeal -- \$200.00

## COUNTY CIVIL AND CIRCUIT CIVIL COURT CONTACT INFORMATION

### COUNTY COURT CIVIL

**Phone (662) 469-8350/Fax (662) 469-8344**  
County Court ranges from **\$3500.00 to \$200,000.00**

**County Court Judges:** Judge Allen Couch and Judge Craig Treadway

County Court Administrator, **Leigh Ann Sartin**, at 662-469-8317 or Email: [lsartin@desotocountyms.gov](mailto:lsartin@desotocountyms.gov).

**Youth Court Judge:** Judge Craig Treadway

**Phone (662) 469-8013/Fax (662-469-8640)**

Youth Court Administrator **Rikki Ogle** at 662-469-8336 or Email [rogle@desotocountyms.gov](mailto:rogle@desotocountyms.gov).

### CIRCUIT CIVIL COURT

**Phone (662) 469-8365/Fax (662) 469-8370**  
Civil Circuit is above **\$200,000.00.**

**Circuit Court Judges:** Judge Gerald W. Chatham and Judge Celeste Wilson

To schedule or reschedule any Civil Circuit Hearings or Trial dates for Judge Chatham, contact Court Administrator, **Suzanne Lowrie**, 662-469-8314 or email [slowrie@desotocountyms.gov](mailto:slowrie@desotocountyms.gov)

To schedule or reschedule any Civil Circuit Hearings or Trial dates for Judge Wilson, contact Court Administrator, **Amy Young**, 662-469-8359 or email [ayoung@desotocountyms.gov](mailto:ayoung@desotocountyms.gov)

- Mediation is required and the standing order is available in the Civil Circuit Department --
- The Circuit Clerk's office does not have preprinted forms available. For Civil Cases please refer to the Mississippi Rules of Civil Procedure.
- Discovery documents are not filed with the Circuit Clerk.