

**SMALL CLAIMS**  
Effective – March 19, 2019

**JUDGE VALENCIA NASH, JUSTICE OF THE PEACE 1-2**  
Lancaster Government Center, 107 Texas St. Lancaster, Texas 75146

Submit one original petition plus an additional copy for each defendant

Process Requested	FEES
<b>FILING FEE ONLY</b> , includes citation(s), excludes service on Defendant(s). <b>This will only initiate the lawsuit. Each defendant must be served at your expense, whether or not they live in this county or state, before the case will be set for trial, or before you can procure a default judgment.</b>	<b>\$66.00</b>
<b>SERVICE FEE</b> for <b>each</b> Defendant only in <b>Dallas County</b> . You must procure service of citation from acceptable reputable sources at your expense for defendants out of Dallas County or outside of the State of Texas.	<b>\$80.00 each</b>
<b>SUBPOENA SERVICE FEE</b> for each witness residing in Dallas County. <b>WITNESS FEE</b> , a “tender” ( <i>ten dollars in cash</i> ) to attach to <b>each</b> subpoena. If <b>SUBPOENA DUCES TECUM</b> - Witness fee ( <i>ten dollars in cash</i> ), plus Production of Documents fee ( <i>one dollar in cash</i> ) to attach to <b>each</b> Subpoena	<b>\$80.00 each plus \$10.00 cash each or \$10.00 each</b>
<b>“CERTIFIED” COPIES</b> First Page Each Additional Page	<b>\$10.00 \$10.00</b>
<b>COPYING ALL OTHER DOCUMENTS</b> First Page Each Additional Page	<b>\$1.00 plus .25 each</b>
<b>TRANSCRIPT</b> ( <i>required for Appeal to County Court</i> )	<b>\$25.00</b>
<b>ABSTRACT OF JUDGMENT</b> ( <i>for recording with any County Clerk</i> )	<b>\$5.00</b>
<b>WRIT OF EXECUTION</b> ( <i>if judgment debtor is in Dallas County</i> )	<b>\$157.00</b>
<b>WRIT OF EXECUTION</b> ( <i>if judgment debtor is out of Dallas County</i> )	<b>\$7.00</b>