

SMALL CLAIMS
Effective – March 19, 2019

JUDGE VALENCIA NASH, JUSTICE OF THE PEACE 1-2
South Dallas Government Center, 8301 S Polk, suite 2200, Dallas, Texas 75232

Submit one original petition plus an additional copy for each defendant

| Process Requested | FEES |
|---|--|
| FILING FEE ONLY , includes citation(s), excludes service on Defendant(s). 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. | \$66.00 |
| SERVICE FEE for each Defendant only in Dallas County. 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. | \$80.00 each |
| SUBPOENA SERVICE FEE for each witness residing in Dallas County. WITNESS FEE , a “tender” (<i>ten dollars in cash</i>) to attach to each subpoena. If SUBPOENA DUCES TECUM - Witness fee (<i>ten dollars in cash</i>), plus Production of Documents fee (<i>one dollar in cash</i>) to attach to each Subpoena | \$80.00 each plus \$10.00 cash each or \$10.00 each |
| “CERTIFIED” COPIES First Page Each Additional Page | \$10.00 \$10.00 |
| COPYING ALL OTHER DOCUMENTS First Page Each Additional Page | \$1.00 plus .25 each |
| TRANSCRIPT (<i>required for Appeal to County Court</i>) | \$25.00 |
| ABSTRACT OF JUDGMENT (<i>for recording with any County Clerk</i>) | \$5.00 |
| WRIT OF EXECUTION (<i>if judgment debtor is in Dallas County</i>) | \$157.00 |
| WRIT OF EXECUTION (<i>if judgment debtor is out of Dallas County</i>) | \$7.00 |