



**UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF WEST VIRGINIA**



**DISTRICT COURT FEES**

(Effective 12/01/2023)<sup>1</sup>

<b>FILING FEE</b>	
Civil action, e.g., complaint, notice of removal, etc. - 28 U.S.C. 1914(a) <i>Combines \$350.00 filing fee and \$55.00 administrative fee for initiating a civil action - 28 U.S.C. 1914(b)<sup>2</sup></i>	<b>\$405.00</b>
Writ of habeas corpus - 28 U.S.C. 2254	\$5.00
Notice of appeal to the U. S. Court of Appeals	<b>\$605.00</b>
Filing any document that is not related to a pending case or proceeding, including registration of foreign judgements, and filing of power of attorney.	<b>\$52.00</b>
Appeal to a district judge from a judgment of conviction by a magistrate judge in a misdemeanor case	<b>\$41.00</b>
Action under Title III of the Cuban Liberty and Democratic Solidarity Act of 1996	<b>\$7,202.00</b>

<b>ATTORNEY FEES</b>	
Attorney admission	<b>\$199.00</b>
Duplicate certificate of admission	<b>\$21.00</b>
Certificate of good standing	<b>\$21.00</b>
Visiting attorney or <i>pro hac vice</i> fee	\$50.00

<b>TRANSCRIPT FEES</b>	
For rates refer to Order in the Matter of Transcript Fee Rates (09/28/2023)	

<b>MISCELLANEOUS FEES</b>	
Local Rules (Available at <a href="http://www.wvsc.uscourts.gov">www.wvsc.uscourts.gov</a> )	no charge
Photocopies of any record or paper excluding microfiche or microfilm <i>(Fee applies to the United States if the record or paper is available through remote electronic access.)</i>	\$.50 per page copied
Electronic Public Access Fee (EPA) – printing from CM/ECF for requests in person at the public counter <i>(Fee applies to the United States if the record or paper is available through remote electronic access.)</i>	\$.10 per page printed
Reproducing and transmitting in any manner a copy of an electronic record that is not stored on the court's CM/ECF system, including but not limited to, document files, audio recordings, and video recordings	<b>\$33.00 per record</b>
Reproducing an audio recording of a court proceeding <i>(Fee applies to the United States if the recording is available through remote electronic access.)</i>	<b>\$34.00</b>
Record search (per name or item searched)	<b>\$34.00</b>
Certification of document or paper	<b>\$12.00</b>
Documentation exemplification	<b>\$24.00</b>
Retrieval of <u>one</u> box of records from a Federal Records Center, National Archives, or other storage location removed from the place of business of the court	<b>\$70.00</b>
For retrieval of multiple boxes, fee for additional box	<b>\$43.00</b>
For electronic retrievals, plus any charges assessed by the Federal Records Center, National Archives, or other storage location removed from the place of business of the courts	<b>\$11.00</b>
For any payment returned or denied for insufficient funds	\$53.00
Microfiche sheet of film or microfilm jacket copy of any court record	<b>\$7.00</b>
Processing fee for a petty offense charged on a federal violation notice	\$30.00
<b>Issuance of an apostille</b>	<b>\$50.00</b>

<sup>1</sup> At its March 2023 and September 2023 sessions, the Judicial Conference approved inflationary adjustments to fees on the district court miscellaneous fee schedules effective December 1, 2023, as indicated in **bold** herein.

<sup>2</sup> The \$55.00 administrative fee for civil cases does not apply to persons granted *in forma pauperis* status under 28 U.S.C. 1915, nor does it apply to habeas proceedings.