



# Jefferson County Sheriff's Office

Peter R. Barnett  
Sheriff

753 Waterman Drive  
Watertown, New York 13601  
Civil Office  
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[civil@jeffersoncountyny.gov](mailto:civil@jeffersoncountyny.gov)

Kristopher M. Spencer  
Undersheriff



## CIVIL FEE SCHEDULE Effective 1/1/26

### INCOME EXECUTIONS (CPLR 5231)

**1<sup>st</sup> Stage** (service on defendant)  
\$67.00 – original, 5 copies & 1 transcript  
**2<sup>nd</sup> stage** (service on employer)  
\$52.00 – our office will bill

### **2<sup>nd</sup> STAGE ONLY**

(1<sup>st</sup> stage served by another County Sheriff)  
\$67.00, original, 4 copies with new balance, interest date and endorsements on the original & transcript

### **BANK LEVY ON A CORPORATION**

\$72.00 + mileage, original & 4 copies, transcript

### **BANK LEVY ON AN INDIVIDUAL**

\$117.00 + mileage, original & 4 copies, transcript, 3 exemption claim forms, 2 exemption notice with cc judgment debtor letter (\$132.00 + mileage if no JDL)

### **THIRD PARTY LEVY**

\$77.00 + mileage, original, 4 copies, 1 transcript

### **PROPERTY CAPABLE OF DELIVERY**

\$97.00 + mileage + \$1,000.00 separate check for expenses, original & 4 copies with Title Abstract, transcript

### **MAKE DEMAND**

\$77.00 + mileage, original & 4 copies, transcript

### **REAL PROPERTY EXECUTION**

\$87.00 + mileage + \$1,000.00 separate check for expenses, original & 5 copies, transcript.  
Call for additional paperwork required

### CIVIL PROCESS (CPLR 8011)

Summons, Summons with Notice, Summons and Petition or Complaint, Subpoena, Modifications. \$22.00 + mileage, 4 copies (2 for personal service), self-addressed stamped envelope.

Order to Show Cause, Notice of Petition, Order papers signed by a judge. \$57.00 + mileage, 2 copies for personal service, self-addressed stamped envelope

### **ORDER OF ATTACHMENT**

\$92.00 + mileage, 3 certified copies for each service, undertaking 2 copies, Underlying papers & detailed instructions with hold harmless. Each additional levy \$52.00 + mileage + 2 certified copies

### **ORDER OF SEIZURE**

\$177.00 + mileage + \$1,000.00 separate check for expenses, 3 certified copies per service. Additional service \$52.00 + mileage, detailed property description, bond & hold harmless

### **EVICTION**

\$107.00 +2x mileage, each additional tenant \$17.00, original warrant must be signed by a judge and directed to the Sheriff of Jefferson County & 5 copies for each tenant

- ALL FEES PAYABLE IN ADVANCE AND ARE PER PERSON SERVED
- COPIES MADE AT \$0.65 A PAGE
- INDIVIDUALS PAYING FOR THIS SERVICE MAY PAY BY CASH OR MONEY ORDER ONLY
- ADDITIONAL FEES TO BE BILLED IF SERVED AT DIFFERENT ADDRESS THAN ONE PROVIDED

# JEFFERSON COUNTY SHERIFF'S OFFICE

1/1/26 MILEAGE \$0.725

Location	Miles	Fees
ADAMS.....	30	\$21.75
ADAMS CENTER.....	22	\$15.95
ALEXANDRIA BAY.....	64	\$46.40
ANTWERP.....	50	\$36.25
BELLEVILLE.....	40	\$29.00
BLACK RIVER.....	18	\$13.05
BROWNVILLE.....	10	\$7.25
CALCIUM.....	14	\$10.15
CAPE VINCENT** see below.....	56	\$40.60
CARTHAGE.....	36	\$26.10
CHAUMONT.....	30	\$21.75
CLAYTON.....	48	\$34.80
COPENHAGEN.....	30	\$21.75
DEFERIET.....	28	\$20.30
DEPAUVILLE.....	32	\$23.20
DEXTER.....	18	\$13.05
DRY HILL**see below.....	12	\$8.70
ELLISBURG.....	50	\$36.25
EVANS MILLS.....	24	\$17.40
FELTS MILLS.....	22	\$15.95
FINEVIEW.....	64	\$46.40
FORT DRUM*see below.....	26 ....zip codes 13602, 13603.....	\$18.85
GREAT BEND.....	28	\$20.30
HENDERSON.....	38	\$27.55
HENDERSON HARBOR.....	36	\$26.10
LAFARGEVILLE.....	40	\$29.00
LORRAINE.....	40	\$29.00
MANNSVILLE.....	46	\$33.35
NATURAL BRIDGE.....	56	\$40.60
OXBOW.....	66	\$47.85
PHILADELPHIA.....	38	\$27.55
PIERRPONT MANOR.....	40	\$29.00
PLESSIS.....	46	\$33.35
POINT PENINSULA.....	56	\$40.60
REDWOOD.....	50	\$36.25
RODMAN.....	28	\$20.30
SACKETS HARBOR.....	22	\$15.95
SPRAGUEVILLE.....	62	\$44.95
THERESA.....	40	\$29.00
THOUSAND ISLAND PARK.....	64	\$46.40
THREE MILE BAY.....	38	\$27.55
WATERTOWN - CITY.....	2 ....2-4 digit street address.....	\$1.45
WATERTOWN - OUTSIDE CITY.....	12 ....5 digit street address.....	\$8.70
WELLESLEY ISLAND.....	64	\$46.40

\*Fort Drum is active military base, social security number required

\*\*Cape Vincent Correctional Facilities require inmate ID#