

# Mileage and Fee Chart for Suffolk County

Note: A Certified Check, Money Order, or Attorney's Check will be acceptable payment only. All fees and mileage are to be paid in advance.

## **Mail Payments to:**

### **Sheriff of Suffolk County**

360 YAPHANK AVENUE – SUITE 1A YAPHANK,  
NEW YORK 11980  
(631) 852-5600

## **Fee Schedule:**

<b>Property Execution: Bank or 3rd Party Levy:</b>	Original and 6 copies; \$15.00 filing fee, plus mileage \$15.00 additional fee (in advance), plus \$30 for each person and 3 additional copies of the execution, if natural person, 1 exemption notice and 2 claim forms. Call for more information.
<b>Property Levy:</b>	\$600.00 Estimated Expenses for vehicle levy and \$200.00 for business levy (in advance).
<b>Real Property:</b>	Original and 7 (seven) copies of an execution with Index#; attorney's cover letter; \$15.00 filing fee, plus mileage; \$1000.00 Estimated Expenses. CONTACT THE SHERIFF'S OFFICE FOR FORMAT OF ADDITIONAL FORMS REQUIRED. ADDITIONAL FEES MAY BE REQUIRED.
<b>Income Execution:</b>	Original and 7 (seven) copies; \$74.00 fee for 1st and 2nd stage service upon debtor and the employer (if necessary). Add an additional \$2 fee if the employer is a municipality. Service of Summons: 4 (four) copies and \$15.00 for each person needing service plus mileage. For information on a Subpoena, additional copy required along with self-addressed, stamped envelope.
<b>Service of Notice Of Petition:</b>	4 (four) copies and \$30.00 for service, plus mileage. \$15.00 for each additional tenant to be served.
<b>Toll Statute, Only:</b>	\$15.00 per defendant; 3 (three) copies per action; attorney's letter of instruction; SELF-ADDRESSED STAMPED ENVELOPE.
<b>Eviction:</b>	Original and 6 (six) copies if one defendant; additional defendants (Including John Does) 3 copies each. \$15.00 filing fee, plus mileage. \$15.00 for 14-day notice for each defendant; \$75.00 to enforce warrant plus mileage; approximately \$300.00 Expenses (in advance); landlord's telephone number or attorney's telephone number. LIST OF PROPERTY TO REMAIN ON PREMISES.

<b>Warrant of Arrest:</b>	Original Order; Affirmation, Final Order, Affidavit of Service and Information Sheet filled out. Original and 3 (three) sets of copies; \$45.00 filing fee plus mileage.
<b>Commitment Order:</b>	3 (three) certified copies; \$45.00 filing fee plus mileage, \$10.00 commitment fee to facility.
<b>Order of Seizure:</b>	Original to be filed by attorney; 5 (five) certified copies per service; undertaking; attorney's letter of indemnification; attorney's affirmation; all supporting papers; Index Number; cover letter, \$90.00 filing fee plus mileage, additional \$40.00 if third party has property, \$15.00 for service of order on defendant or person in possession, \$15.00 for service of Summons and/or Complaint.
<b>Order of Attachment:</b>	Original to be filed by attorney; 5 (five) certified copies per service; undertaking; attorney's letter of indemnification; attorney's affirmation; all supporting papers; Index Number; cover letter; \$55.00 filing fee plus mileage; \$40.00 for levy and each additional levy plus mileage, \$15.00 for service of order on each defendant plus mileage, \$15.00 for service of Summons and/or Complaint per defendant, \$15.00 for filing description of property levied.
<b>Order of Attachment (Real Property ONLY):</b>	
	1 - PARCEL - Attorney submits the following: 5 (five) certified copies of the Order (certified by attorney or court); attorney's affirmation; undertaking; attorney's letter of indemnification; all supporting papers; Index Numbers; cover letter; District, Section, Lot & Block numbers on front page of Order; SEE ABOVE FOR FEES, check payable to Sheriff; AND A CHECK PAYABLE TO THE SUFFOLK COUNTY CLERK FOR \$220.00 AND ADD \$200 FOR EACH ADDITIONAL PARCEL
<b>Conveyance Deed:</b>	2 original Deeds completed by attorney; certified copy of Order; cover letter; \$30.00 fee.
<b>Poundage:</b>	5 percent of first \$250,000.00; and 3 percent upon the residue.
<b>Order &amp; Judgement:</b>	Original execution and 6 (six) copies; Certified copy of Order; \$15.00 Filing Fee, plus mileage. Sheriff's poundage in advance.
<b>Affidavit of Posting:</b>	\$15.00 per Posting, plus mileage.
<b>Mileage &amp; Fee Chart:</b>	Click CTRL + Click Link to open file for the Mileage Fee Chart. Mileage Fee Chart PDF.pdf <a href="#">Mileage Fee Chart</a>