

**MONTGOMERY COUNTY SHERIFF'S OFFICE  
CIVIL DIVISION**

P. O. Box 432

Fultonville, NY 12072

(518) 853-5515 – (518) 853-5525 - (518) 853-5516

Office Hours – Monday-Friday 8:30-4:00 excluding holidays

**Civil Fee Schedule**

**Income Executions – Original & 6 copies**

1<sup>st</sup> stage **only** (Due in Advance) \$40.00  
2<sup>nd</sup> stage **only** (Due in Advance) \$40.00

Both stages In Montgomery County

1<sup>st</sup> stage (Due in Advance) \$40.00  
2<sup>nd</sup> stage (when requested) \$25.00

**Total \$65.00**

Cash Drawer Levy \$45.00 & mileage

**Property Executions – Original & 4 copies**

Receive, enter & return \$15.00  
Levy Fee each levy \$15.00  
Serve Execution to Debtor/Bank \$15.00 ea.  
Serve Notice to Judgment Debtor \$15.00  
Execution Notice (bank levy w/exempt funds) \$15.00  
Exemption Notice (bank levy with exempt funds) \$15.00 supplied by creditor/attorney (2 copies required)  
Exemption Claim forms \$30.00 supplied by creditor/attorney (3 copies required)  
(bank levy with exempt funds)  
Inventory \$15.00

**Total for bank levy with exempt funds \$120.00 plus mileage to bank (individual only)**  
**(If Civil Office is preparing execution notice add \$15.00)**

**Advance Expenses for:**

Levy on Motor Vehicle (per vehicle) \$ 600.00  
Levy on Real Property (per parcel) \$1,000.00  
Moving/Storage of Personal Property \$ 600.00 and up depending on quantity and storage area size needed

**CPLR 5102 – Judgment or Order awarding possession of Real or Personal Property**

Real Property \$100.00 & mileage  
Personal Property \$ 75.00 & mileage - \$15.00 for each additional service

**Order of Attachment**

Serve Garnishee \$ 70.00 & mileage  
Serve defendant if requested \$ 15.00 & mileage  
Serve summons \$ 15.00 & mileage  
Additional Levy \$ 40.00 & mileage  
Inventory \$ 15.00

**\*Real Property Executions will require additional fees in advance for postings, mileage, newspaper ads, attending sale, conducting sale, conveyance fee.**

**Summary Proceedings**

Notice of Petition and Petition \$ 30.00 1st captioned respondent & mileage, \$15.00 each additional respondent  
Evictions\*\* \$157.00\*\* & mileage twice (serving and attending)

**\*\* An additional \$22.00 per captioned respondent will be added.**

**Mandates, Orders** \$ 45.00 & mileage

**Poundage**

5% on the first \$250,000 and 3% on the balance.

**NOTE: ALL FEES DUE IN ADVANCE  
NO PERSONAL CHECKS ACCEPTED**

**Orders of Seizure** \$135.00 & mileage  
Additional Services \$ 40.00 & mileage  
Serve Sum/complaints \$ 15.00 & mileage  
Serve additional copies \$ 15.00 & mileage

**Summons, subpoenas, etc.** \$ 15.00 & mileage

**Sales**

Postings \$ 15.00 & mileage  
Conveyance Fee \$ 20.00  
Executing the order \$ 45.00 & mileage  
Attending the Sale \$ 15.00 & mileage  
Conduct the Sale \$ 15.00

**\*Real Property Ex** \$75.00  
plus mileage and separate  
check for \$1,000.00 escrow

**Bank Levy Fees (Company)**

Receive, Enter, Return \$15.00  
Levy \$15.00  
Serve Bank \$15.00  
\$45.00  
& mileage

**Demand Pymt Execution** \$30.00  
& mileage  
Inventory Add \$15