



**Office of Nikki Alvarez-Sowles, Esq.  
Pasco County Clerk & Comptroller**

Fee Schedule  
Revised 100112

**GUARDIANSHIP FEES AND COSTS**

**Initial Filing Fees**

Guardianship – Veterans Administration	\$ 235.00
Guardianship of Person Only	\$ 235.00
Guardianship of Person/Property, Ancillary	\$ 400.00
Guardianship of Property Only	\$ 400.00
Petition for Conservatorship/Curatorship	\$ 400.00
Petition for Determination of Incapacity	\$ 231.00
Petition for Foreign Guardian to Manage Property if Not in Formal Administration	\$ 231.00
Petition to Manage Property of Non-Resident Ward	\$ 231.00
Miscellaneous One Document Filing	\$ 231.00
Petition to Enter Rooms and Places	\$ 231.00
Petition to Approve Settlement of Minor's Claim	\$ 231.00
Petition to Determine Heirs; and for a Foreign Guardian to Manage Property	\$ 231.00
Petition to Open Safe-Deposit Box	\$ 231.00

**Guardianship Audit Fees**

Audit Fee of Annual/ Final Financial Return - Based on Starting Balance of Accounting	
\$25,000 or less	\$ 20.00
\$25,001 to \$100,000	\$ 85.00
\$100,001 to \$500,000	\$ 170.00
Over \$500,000	\$ 250.00
Audit of Verified Inventory over \$25,000	\$ 85.00

**Other Guardianship Fees**

Bond Approval	\$ 8.50
Counter/Cross/3rd Party Complaint/Petition	\$ 395.00
Issuing Subpoena (sign and seal only)	\$ 2.00
Prepare and Issue Subpoena for a Witness (includes signing and sealing)	\$ 7.00
<b>Issuing Summons (sign and seal only)*</b>	<b>\$ 10.00</b>
<b>Prepare and Issue Summons (includes signing and sealing)*</b>	<b>\$ 17.00</b>
Maintenance - Professional Guardian File	\$ 7.50
Photocopies of Instruments Not More than 14 Inches by 8.5 Inches (per page)	\$ 1.00
Photocopies of Instruments More than 14 Inches by 8.5 Inches (per page)	\$ 5.00
Reopen Fee	\$ 50.00
Exemptions to Reopen Fee	
Any guardianship pleading prior to discharge	
Any mental health pleading	
Cases with no initial filing fee	
Motion for Attorney's Fees filed within 30 days	
Motion for Rehearing filed within 10 days	
Motion to Withdraw as Attorney	
Responsive Pleadings	
Stipulations	

**Registry of Court**

Receiving Money into Registry, First \$500.00	3.00%
Each Subsequent \$100.00	1.50%

**\*It has been determined that the fee for preparing, signing and sealing a summons will be \$17.00  
This includes the issuing fee of \$10 and the preparation fee of \$7.**

**Note: This list is intended as a general reference and is not inclusive of all fees.  
Fees are set by statute and court rules subject to revisions and amendments.**