

Filing a court case usually costs money. You can request the court to waive those court costs using a pre-payment waiver and a final waiver. If the court agrees, you will not have to pay all or some of the court costs for your case.

## **Pre-Payment Waivers**

- The court requires you to pay a fee upfront before your case begins. These are prepaid costs.
- If you cannot afford the filing fee, you can ask the court to waive the filing fee.
- If the court agrees, you will still need to pay the filing fee later. A waiver of pre-payment costs only removes the requirement to prepay the fee.
- The court may automatically waive your pre-paid costs if you have an attorney from an approved legal services provider.
- If you do not have an attorney from an approved legal services provider, you must file a request to waive prepayment costs with form <u>CC-DC-089</u>.
- If you file the form to request a waiver of costs, you must file the notice regarding the restricted information form, <u>MDJ-008</u>. File these two forms together. Watch the video on the restricted information form at <u>https://mdcourts.gov/video/courthelp/restrictedinfo</u>.
- If the court denies your request for a waiver of costs, pay the costs within 10 days. If you fail to pay in the time provided, the court will dismiss your case.

## **Final Waivers**

- If the court grants a request for a waiver of pre-paid costs, the court costs are due at the end of the case.
- The judge will decide if you or the other party should pay the court costs.
- If you are responsible for the court costs at the end of the case and cannot afford it, file a request to waive the costs with form <u>CC-DC-090</u>.
- If you file the form CC-DC-090 to request a waiver of open court costs, you must file the <u>MDJ-008</u> form for restricted information. File these two forms together.

## Resources

- Find out more about fee waivers at <u>mdcourts.gov/legalhelp/filingfeewaivers</u>.
- You can contact the clerk's office for more information about costs. The <u>list of court locations</u> can be found at <u>https://mdcourts.gov/courtsdirectory</u>.
- You can get assistance with understanding the fee waiver process and filling out forms at the <u>Maryland Court</u> <u>Help Center</u> at 410-260-1392, or at <u>mdcourts.gov/helpcenter</u>.





Free. Online. In Person. By Phone.

