

Filing a court case usually costs money. The court requires you to pay a fee upfront before your case begins. You can request the court to waive those costs. If the court agrees, you will not have to pay all or some of the court costs for your case.

How to File for a Fee Waiver

- If you cannot afford the filing fee, you can ask the court to waive it.
- File a request to waive court costs with form <u>CC-DC-089</u>.
- On the form, you can tell the court what you would like the court to order. You can request the court to waive the requirement to pre-pay court costs. Those are costs due when you file the case. You can also request the court to waive open court costs due at the end of the case. If prepaid costs are waived, you may still owe those costs at the end of the case.



 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>.

Court Orders Regarding Waiving Prepaid Costs

- At the start of your case, a judge will review your request to waive the requirement to prepay the court filing fee.
- If the court grants your waiver for prepaid costs, this only removes the requirement to prepay the fee. You will still need to pay the filing fee later, unless the court orders the other side to pay or grants your request to waive open costs.
- 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.

Waiver of Final Court Costs

- At the end of your case, the judge will decide if you or the other party should pay the court costs.
- If you requested the court to waive final costs on the Request for Waiver of Costs submitted at the start of your case, the judge will decide on your request at the end of the case.
- If you did not request a waiver of final costs at the start of your case, you can still do so. 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.