

Magistrates' Court of Victoria Civil Fees and Costs Ready Reckoner



Fees: SR No 79/2022 - Effective 25 September 2022

Fee Unit = \$16.33

Professional Costs: S.R No.128/2023 - Effective 1 January 2024

	A	B	B	C	D	D	E	F	G
All Monetary Complaints: Notices on a Debt, Liquidated Amount, Motor Vehicle Claim	Less than \$500	\$500 to \$1,000	Over \$1,000 to less than \$5,000	\$5,000 to less than \$7,500	\$7,500 to \$10,000	Over \$10,000 to less than \$20,000	\$20,000 to less than \$40,000	\$40,000 to less than \$70,000	\$70,000 & over
Concession Filing Fee	\$83.30	\$83.30	\$174.70	\$174.70	\$174.70	\$264.50	\$264.50	\$264.50	\$264.50
Standard Filing Fee	\$166.60	\$166.60	\$347.80	\$347.80	\$347.80	\$529.10	\$529.10	\$793.60	\$793.60
Corporate Filing Fee	\$333.10	\$333.10	\$695.70	\$695.70	\$695.70	\$1,058.20	\$1,058.20	\$1,587.30	\$1,587.30

Item Professional Costs

1	Complaint	\$260.00	\$545.00	\$545.00	\$668.00	\$804.00	\$804.00	\$998.00	\$1,202.00	\$1,436.00
5	Instructions to Defend	\$120.00	\$258.00	\$258.00	\$320.00	\$382.00	\$382.00	\$476.00	\$572.00	\$687.00
6	Counterclaim & Third party notice	\$139.00	\$287.00	\$287.00	\$352.00	\$421.00	\$421.00	\$520.00	\$628.00	\$752.00
19	Necessary notice/certificate/undertaking	\$58.00	\$103.00	\$103.00	\$121.00	\$146.00	\$146.00	\$182.00	\$212.00	\$257.00
29	Application for Order	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00
31	Necessary Affidavit	\$117.00	\$243.00	\$243.00	\$294.00	\$352.00	\$352.00	\$442.00	\$520.00	\$607.00
69	Warrant	\$67.00	\$138.00	\$138.00	\$163.00	\$205.00	\$205.00	\$257.00	\$308.00	\$362.00
70	Summons for Oral Examination	\$69.00	\$165.00	\$165.00	\$200.00	\$220.00	\$220.00	\$279.00	\$338.00	\$393.00
76	Service	\$86.00	\$86.00	\$86.00	\$86.00	\$86.00	\$86.00	\$86.00	\$86.00	\$86.00
77	Service by Post	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
78	Attempted Service	\$59.00	\$59.00	\$59.00	\$59.00	\$59.00	\$59.00	\$59.00	\$59.00	\$59.00
79	Allowance per km	\$0.81	\$0.81	\$0.81	\$0.81	\$0.81	\$0.81	\$0.81	\$0.81	\$0.81
80	Order for Substituted Service	\$176.00	\$318.00	\$318.00	\$377.00	\$444.00	\$444.00	\$560.00	\$660.00	\$768.00

OTHER CIVIL FEES & COSTS

Issue Fees

	Fees			Fees including preparation		
	Concession	Standard	Corporate	Concession	Standard	Corporate
Claim or Counterclaim (other than monetary relief)	\$83.30	\$166.60	\$333.10	\$114.30	\$197.60	\$364.10
A claim filed in the Industrial Division	\$81.70	\$163.30	N/A	\$112.70	\$194.30	N/A
Application for Order	\$24.50	\$49.00	\$98.00	\$55.50	\$80.00	\$129.00
46A Summons / 46B Rehearing Application	\$86.50	\$173.10	\$346.20	\$117.50	\$204.10	\$377.20
Summons for Oral Examination (including hearing)	\$57.20	\$114.30	\$228.60	\$88.20	\$145.30	\$259.60
Certificate for Supreme Court	\$22.90	\$22.90	\$22.90	\$53.90	\$53.90	\$53.90
Application for Attachment of Earnings	\$81.70	\$163.30	\$326.60	\$112.70	\$194.30	\$357.60
Attachment of Earnings/Debt Order	\$22.90	\$22.90	\$22.90	\$53.90	\$53.90	\$53.90

Warrant Fees

Issue of Warrant to Seize Property/Warrant of Delivery	\$16.30	\$19.60	\$39.20	\$47.30	\$50.60	\$70.20
Sheriff's Warrant Fee (payable to Sheriff)	\$223.90	\$223.90	\$223.90			

Applications under the Judgment Debt Recovery Act

Summons for Examination	\$86.50	\$173.10	\$346.20	\$117.50	\$204.10	\$377.20
Instalment Application/Agreement/Vary/Cancel	\$19.60	\$39.20	\$80.00	\$50.60	\$70.20	\$111.00

Civil hearing fees

Court Hearing Fee (after 1st day)	\$341.30	\$681.00	\$1,361.90
Mediation Fee	\$148.60	\$295.60	\$591.10

Interstate Registration Fees and Costs

Interstate Registration	\$16.30	\$21.20	\$44.10
Professional Costs (Item 75)			
(Claim <\$7,500)	\$90.00	\$90.00	\$90.00
(Claim \$7,500 or over)	\$133.00	\$133.00	\$133.00



Item	Fee	Exemptions
1.1 Filing charge – single offence	\$93.10	<p>Proceedings under the <i>Maintenance Act 1965</i>, <i>Family Violence Protection Act 2008</i> and <i>Personal Safety Intervention Orders Act 2010</i> are exempt from payment of any fees set by the Magistrates' Court (Fees) Regulations 2022.</p> <p>The following are exempt from the payment of fees in the criminal jurisdiction only, Part 1 and 3.1 - 3.4 (left):</p> <ul style="list-style-type: none"> ▪ A police officer acting in the course of the police officer's duty; ▪ A person acting for or by authority of the Crown (Victoria); a person acting for or by authority of the Secretary; ▪ A person acting for or by authority of a municipal council where the proceeding relates to public health; ▪ A Business Licensing Authority established under Part 2 of the <i>Business Licensing Authority Act 1998</i>; ▪ A person who is serving a sentence of imprisonment or is otherwise detained in a detention facility; ▪ A person represented under a pro bono scheme administered by or on behalf of the Victorian Bar, the Law Institute of Victoria, Justice Connect or by a member of the Federal of Community Legal Centres Vic; ▪ A person who is under the age of 18 years. ▪ A person who has been granted legal aid established by a law of the Commonwealth or of a State or Territory; ▪ An inspector or person authorised under s24ZW of the <i>Prevention of Cruelty to Animals Act 1986</i>, acting the course of the inspector's duty; <p>The following matters are exempt from the payment of fees by other Acts:</p> <ul style="list-style-type: none"> ▪ Any summons issued to answer a charge for an offence under the <i>Summary Offences Act 1966</i> (s56(2)) ▪ Issuing of any process on behalf of an accused (s417 <i>Criminal Procedure Act 2009</i>) (this includes any summons, witness summons etc)
1.2 Filing charge – multiple offences	\$140.40	
1.3 Lodging prescribed information under s40(1)(a) <i>Infringements Act 2006</i> - Single	\$93.10	
1.4 Lodging prescribed information under s40(1)(a) <i>Infringements Act 2006</i> - Multiple	\$140.40	
1.5 Applications and Appeals under the <i>Road Safety Act 1986</i> (excl extension of time)	\$93.10	
3.1 Certified Extracts (includes preparation)	\$53.90	
3.2 Issue of Witness Summons/Subpoena	\$44.10	
3.3 Preparation of summons/warrant/certificate/other document	\$31.00	
3.4 Request to search a database, inspect a register, retrieve a document or access any material filed or lodged with, produced to or held by the Court	\$27.80	
3.5 Photocopy/printing fees per page	\$0.60	
Miscellaneous Fees		
Digital recording per day Standard fee	\$55.00	
Digital recording per day Concession fee	\$25.00	

Unit Value

Under the provisions of the *Monetary Units Act 2004*, the Treasurer may fix the value of the Fee Unit and the Penalty Unit. As at 1 July 2024, the values were fixed at:

Penalty Unit	\$197.59
Fee Unit	\$16.33
Fine Converted to FCO/FDO (s.69O Sentencing Act 1991)	\$39.50 per hour

Civil fee payer categories

Who pays the standard fee rate?

People and businesses who pay the standard rate include:

- individuals
- sole trader businesses
- businesses set up as a partnership
- businesses with a turnover of less than \$200,000 in the last financial year
- not-for-profit organisations
- the executor or administrator of a deceased estate

If a company believes that they are a standard fee payer and they are filing by email, they need to complete the 'MCV Fee Payer Statement' with their fee document to state their turnover is less than \$200,000.

Who pays the corporate fee rate?

Businesses with a turnover of more than \$200,000 in the last full financial year pay the corporate fee rate.

For example, if a fee document is filed in April 2024, use the turnover from the 2022/2023 financial year.

Schools and government organisations are part of this fee category.

Who pays the concession fee rate?

Fees are lower for Health Care Card holders issued by the Commonwealth Government. This is the only card accepted for concession fees.



If the fee payer has another type of concession card, they are not entitled to the concession rate, but may be eligible for a fee waiver.