

SCOTTISH COURT SERVICE High Court Fees

In general, an initial fee is payable in the High Court for lodging an application however there are often additional fees which have to be paid for further steps in the procedure.

You may not have to pay fees if

You or your partner receive any of these benefits:

- Income support under the Social Security Contributions and Benefits Act 1992
- Guarantee credit under the State Pension Credit Act 2002
- Working tax credit that either includes child tax credit or a disability/severe disability element and the gross annual income taken into account for the calculation of the working tax credit is **£16, 642** or less.
- Income-related employment support allowance under the Welfare Reform Act 2007.

You receive any of these:

- An income based jobseeker's allowance (payable under the Jobseekers Act 1995)
- Civil legal aid within the meaning of section 13(2) of the Legal Aid (Scotland) Act 1986 in respect of the application to which the fee applies.
- Advice and assistance from a solicitor under the Legal Aid (Scotland) Act 1986 in relation to a simplified divorce or dissolution of a civil partnership application.
- Your solicitor is undertaking work as a matter of 'special urgency' in relation to the matter on the basis of any regulations made under section 36 of the Legal Aid (Scotland) Act 1986.

Please use the following form if you are claiming exemption from payment of court fees

[Application for exemption from payment of court fee form](#)

The following table sets out the fees that apply from 1st April 2009 until 31st March 2010.

		£
1	Petitions to the Nobile Officium and applications for criminal letters (inclusive fee covering all steps in procedure)	85
2	Extract convictions, per sheet or part thereof	35
3	Certified copy of any other document	15
4	Copying	
	(a) of each document up to 10 pages	5
	(b) each further page or part thereof (in excess of 10 pages)	0.50
	(c) of each document copied to CD or in electronic form	5
5	Searches - for any search of records or archives	
	(a) up to 30 minutes	15
	(b) for more than 30 minutes up to 2 hours	35

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	(c) each additional 30 minutes (in excess of 2 hours)	10
	(d) In addition, correspondence fee where applicable	10