

PROCESS SERVICE FEES

Service of process anywhere in New York City within 2-5 business days:	
Family Court Cases	\$95.00
Landlord/Tenant Cases Notices (Demands for Payment)	\$75.00
Landlord/Tenant Notice of Petition and Petition	\$95.00
Divorces	\$95.00
US District Court Cases	\$85.00
Small Claims Court Cases	\$95.00
Civil Court (\$25,000 lawsuits or less)	\$75.00
Supreme Court (More than \$25,000 lawsuits)	\$85.00
Surrogate's Court	\$85.00
Subpoenas (All Courts)	\$85.00
Out of State Courts (All Types of Cases)	\$85.00
All Other Courts Not Mentioned Above	\$75.00
RUSH SERVICE	
Service of process within 2 business days (All courts)	\$125.00
Service of process within 1 business day (All courts)	\$150.00
Service of process on the Same Day (All courts)	\$195.00
STAKEOUTS	
First Hour	\$50.00
Each additional hour after the first hour	\$50.00
MULTIPLE DEFENDANTS	
Family Court One Additional Respondent at Same Address Address, Add...	\$25.00
Landlord/Tenant One Additional Respondent Same Address (E.g. John Doe), Add...	\$25.00
All Other Courts...One Additional Respondent Same Address, Add....	\$25.00
Multiple Defendants at Different Addresses-All Courts-Pay Individually	
OTHER FEES	
Filing (Court Filing, Index Number Purchase,etc) and Doc Retrieval	\$20.00
Duplicate Affidavit	\$10.00

1-Ensure that the Defendant(s) resides or has an address in New York City.

2-Describe Defendant(s): Height, weight, color of skin, color of hair, age and provide information about other identifying features: tatoos, marks, wears glasses, eye color, etc.

3-Service is usually effected in person within 2-5 days. If a third party can be served we will serve said party unless you expressly request in writing that only service in person be effected.

4-Please fill out the Intake Formto expedite service of process.

5-**No refunds** if you provide an incorrect address. No refunds for rush service, regardless of the outcome.

6-If you have questions, please call us at 718-277-2968.