



## Michigan Supreme Court

State Court Administrative Office  
Michigan Hall of Justice  
P.O. Box 30048  
Lansing, Michigan 48909  
Phone 517-373-0128

Thomas P. Boyd  
State Court Administrator

### MEMORANDUM

DATE: November 14, 2022

TO: Chief Judges (JIS Courts)  
cc: Court Administrators and Probate Registers (JIS Courts)

FROM: Tom Boyd, State Court Administrator

RE: User Fees for 2023

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To assist your court in preparing for the next fiscal year, this memo provides the 2023 user fees for your court. Due to the anomalous filing levels in 2020 and 2021, SCAO will continue to use the average annual filings from 2017-2019 to calculate the user fees. The base fee remains unchanged at \$10,000 per court and the per case fees remain unchanged at \$10.25 per circuit or probate case and \$1.40 per district or municipal case. As in the past, no court will be charged more than 5% above current fees.

The next page shows two fees: (1) the amount that the State Court Administrative Office (SCAO) calculated for your court based on the user fee formula and (2) the amount that is five percent more than what your court currently pays. The 2023 fee for your court will be the LOWER of these two amounts.

The Michigan Supreme Court and SCAO value your commitment to working with our expert information technology team at JIS and are committed to making sure that trial courts have access to technologies that increase efficiency and improve service to the public. The latest innovations available from JIS include:

- a web portal experience for judges, clerks, and court-affiliated stakeholders;
- enhancements to the hearing and payment reminder tool (email and text);
- the continued roll-out of a fully browser-based case management system;
- auto-upload of the annual caseload report; and
- many improvements to the overall user experience.

Additionally, JIS case management systems will provide the highest level of data and workflow integration with the statewide MiFILE initiative as that solution is implemented in courts. JIS provides a modern service portal and has expert staff actively developing educational materials

and knowledge base articles, answering questions, resolving issues, and offering training and best practice tutorials for end users.

Please contact Brooke Joyner, Supreme Court Finance, at 517-373-0278 or [UserFees@courts.mi.gov](mailto:UserFees@courts.mi.gov) with any questions about the user fees.

## User Fees

Effective January 1, 2023

***The 2023 User Fee for the Livingston County Probate Court is \$21,849.00***

### Livingston County Probate Court

Average Annual New Filings	1,156.00
Per Case Rate	\$10.25
Base Rate Per Court	\$10,000.00
Base Fee	\$21,849.00
Jury Module, <i>if applicable</i>	NA
LEIN/SOS Module, <i>applicable to circuit and district courts</i>	
Hosting Fee, <i>if applicable</i>	NA
<b><i>2023 Calculated User Fee</i></b>	<b><i>= \$21,849.00</i></b>
<u><i>Current User Fee</i></u>	<u><i>\$21,849.00</i></u>
<b><i>5% Increase</i></b>	<b><i>= \$22,941.45</i></b>

*Between the 2023 Calculated User Fee and a 5% Increase, the court pays the LOWER amount.*

***The 2023 User Fee for the Livingston County Probate Court is \$21,849.00.***

This memo and corresponding attachments were sent to the following e-mail addresses. To add an e-mail address to this list, please contact Brooke Joyner in Michigan Supreme Court Finance.

dshaw@livgov.com  
hgermain@livgov.com  
sfreni@livgov.com  
itaccountinfo@livgov.com  
mcavanaugh@livgov.com

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If you have any questions, please contact:  
Brooke Joyner  
Michigan Supreme Court Finance  
E-mail [UserFees@courts.mi.gov](mailto:UserFees@courts.mi.gov)  
Phone 517-373-0278

## 2023 JIS USER FEE FORMULA

### BASE FEE

Obtain the three-year average annual new filings from 2017 to 2019. Include the juvenile adoption cases with probate court, unless the court does not use the juvenile/adoption module. Exclude parking from district and municipal courts. Multiply the average annual new filings by the appropriate per-case-rate, then add the base rate.

Per Case Rate  
Circuit/Probate  
\$10.25

Per Case Rate  
District/Municipal  
\$1.40

Base Rate  
Per Court  
\$10,000.00

### ADDITIONAL SERVICE FEES

Fees for additional services are calculated as follows and added to the base fee.

**Jury Module** The jury module fee is 10 percent of the court's base fee. Probate and district courts where the circuit court receives the jury module are exempt from this fee.

**LEIN/SOS Module** The LEIN/SOS module fee is \$2,000 per circuit court and \$2,000 per district court. This fee is not optional for circuit and district courts.

**Hosting Fee** The hosting fee is \$0.20 per average annual new filings.

### 5% CAP ON 2023 JIS USER FEES

The maximum increase per court from the current user fee is 5%.

#### **Example XYZ Court**

Average Annual New Filings	23,207
Per Case Rate	\$1.40
Base Rate Per Court	\$9,500.00
Base Fee	\$41,989.80
Jury Module, <i>if applicable</i>	\$4,198.98
LEIN/SOS Module, <i>applicable to circuit and district courts</i>	\$2,000.00
Hosting Fee, <i>if applicable</i>	\$4,641.40
<b>2023 Calculated User Fee</b>	<b>= \$52,830.18</b>
<u>Current User Fee</u>	<u>\$44,600.00</u>
<b>5% Increase</b>	<b>= \$46,830.00</b>

*Between the 2023 Calculated User Fee and a 5% Increase, the court pays the LOWER amount.*

**The 2023 User Fee for the XYZ Court is \$46,830.00.**

## Additional User Fee Invoice Recipient

Quarterly user fee invoices are e-mailed to the court administrator. To add another recipient to these e-mail messages, please complete the following and send it to Brooke Joyner, Michigan Supreme Court Finance, by e-mail at [UserFees@courts.mi.gov](mailto:UserFees@courts.mi.gov).

In addition to the court administrator, please send the quarterly user fee invoice to the following person:

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Court: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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Send this information to:  
Brooke Joyner  
Michigan Supreme Court Finance  
E-mail [UserFees@courts.mi.gov](mailto:UserFees@courts.mi.gov)