

**CSEA LEGAL SERVICES PLAN
FIXED FEE SCHEDULE
As of June 2021**

NOTE: Some of the legal services listed below contain a range of fees, since fees normally vary across the state. Each contract between the CSEA Legal Services Plan and a Plan Attorney will have an individual fee schedule containing specific fees to be charged based on that Plan Attorney's geographical region.

I. WILLS, TRUSTS AND POWERS OF ATTORNEY

Wills

- A. Individual, simple: \$75.00 - \$100.00
- B. Individual with trust: \$125.00
- C. Reciprocal, simple: \$135.00 - \$150.00
- D. Reciprocal with trust: \$225.00
- E. Other: \$95.00 - \$125.00 per hr.

Health Care Proxy and Living Will

- A. Individual: \$50.00
- B. Reciprocal, simple: \$75.00

Power of Attorney

- A. Individual: \$75.00
- B. Reciprocal: \$125.00

II. UNCONTESTED ESTATE ADMINISTRATION AND WILL PROBATE

- A. Basic charge: 4% of estate property plus costs OR \$125.00 per hr. plus costs (Minimum fee: \$2,500.00)
- B. Additional fees (may be waived if part of estate as above)
 - 1. Letters of guardianship: \$400.00
 - 2. Prepare and file NY estate tax return and/or obtain lien waiver or release of lien: \$500.00
 - 3. Prepare and file federal estate tax return: \$1,000.00
 - 4. Transfer title to real property (deed transfer): \$275.00
 - 5. Document preparation: \$150.00

III. REAL ESTATE TRANSACTIONS

Sales and Purchases (Residential)

- A. Basic charge: 2/3% of purchase price (Minimum fee: \$265.00-\$500.00)
- B. Additional fees (if applicable)
 - 1. New construction: \$95.00-\$125.00 per hr.
 - 2. Closing does not occur ("breakup" fee): \$250.00
 - 3. Litigation arising out of sale or foreclosure: \$95.00-\$125.00 per hr.
 - 4. Document preparation: \$150.00

Mortgage Refinancing

- A. Basic charge: 2/3% of mortgage amount (includes attendance at closing) (Minimum fee: \$215 - \$450)
- B. Additional fees
 - 1. Change of ownership (deed transfer), if required: \$200.00
 - 2. Closing does not occur ("breakup" fee): \$250.00
 - 3. Document preparation: \$150.00

Deed Transfers of Ownership:

- A. Basic charge: \$250.00-\$300.00
- B. Additional fees - Document preparation \$150.00

Commercial or Mixed Use Real Estate:

Fee to be agreed upon by attorney and client prior to transaction.

IV. LANDLORD & TENANT

Representation of Tenant

- A. Non-payment of rent or holdover residential summary proceeding:
 - 1. First court appearance: \$300.00-\$450.00
 - 2. Additional court appearance: \$300.00-\$500.00
- B. Prepare and issue a 3-day or 30-day notice of tenancy termination: \$50.00-\$100.00

Representation of Landlord (Residential)

- A. Notice of petition and petition to commence action in court: \$250.00
- B. First court appearance: \$300.00-\$450.00
- C. Each subsequent court appearance: \$300.00-\$350.00
- D. Prepare and issue a 3-day notice to tenant: \$50.00-\$100.00
- E. Prepare and issue a 30-day notice of tenancy termination: \$50.00-\$100.00
- F. Adjournments requested by client after completion of above petition: \$175.00-\$250.00

V. CRIMINAL MATTERS

Vehicle and Traffic

- A. Court appearance: \$200.00-\$250.00
- B. Additional appearances: \$200.00-\$250.00
- C. Trial: \$450.00-\$600.00 per day

Violations

- A. Court appearance: \$200.00-\$250.00
- B. Additional appearances: \$200.00-\$250.00
- C. Trial: \$450.00-\$600.00 per day

Misdemeanors (Except DWI)

- A. Court appearance (maximum of three court appearances): \$400.00-\$800.00
- B. Additional appearances: \$200.00-\$250.00
- C. Trial: \$500.00-\$1,000.00 per day

DWI

- A. Resolved before trial (includes all necessary court appearances): \$665.00-\$1,335.00
- B. Additional appearances:
 - 1. DWI refusal hearing: \$400.00-\$500.00
 - 2. Trial: \$95.00-\$125.00 per hour

Felonies (up to "C" felony)

Representation in felony cases is not provided automatically under the Plan. Fees and services are subject to agreement between the Plan Member and the Plan Attorney.

Bail Hearings

- A. Before 6:00 p.m.: \$250.00-\$400.00
- B. After 6:00 p.m.: \$500.00-\$750.00
- C. Weekends: \$500.00-\$750.00

Minors

- A. If a minor is charged as a juvenile offender in Family Court, refer to Section VIII Family Court for appropriate fees.

VI. ADOPTIONS AND RELATED MATTERS

Adoptions

- A. Simple (uncontested) with one court hearing: \$580.00-\$1,250.00
- B. Additional court hearing: \$250.00
- C. Contested: \$95.00-\$125.00 per hr.

Name Change

- A. Uncontested: \$400.00-\$1,000.00
- B. Contested: \$95.00-\$125.00 per hr.
- C. Additional fees:
Document preparation: \$150.00

Guardianship

- A. Uncontested: \$1,250.00-\$1,500.00
- B. Contested: \$95.00-\$125.00 per hr.
- C. Additional fees:
Document preparation: \$150.00

VII. FAMILY COURT MATTERS

- * Neglect or Abuse
 - * PINS (Persons in Need of Supervision)
 - * JD (Juvenile Delinquents)
 - * Custody or Visitation
 - * Family Offense
 - * Violation of Order of Protection
 - * Child Support
- A. Minimum fee: \$335.00-\$1,335.00 (includes first court appearance)
- B. Additional court appearance: \$325.00
- C. Trials:
1. Basic charge: \$750.00 per day
 2. Out of court trial preparation billed separately: \$95.00-\$125.00 per hr.
- D. Motion Practice: \$95.00-\$125.00 per hr.

VIII. MATRIMONIAL MATTERS

Separation/Prenuptial Agreements

- A. Basic charge: \$95.00-\$125.00 per hr.

Uncontested Divorce, Separations and Annulments

An uncontested divorce is one in which a court appearance generally is not required and the parties have agreed upon all of the issues including, but not limited to: child support, custody, and visitation; equitable distribution of marital property; and the defendant spouse does not oppose the client's divorce action nor retains an attorney.

- A. Uncontested retainer (includes initial court appearance); \$665.00-\$1,665.00
- B. Additional appearances: \$250.00 each
- C. Preparation of stipulation (if applicable): \$95.00-\$125.00 per hr.

Contested Divorces, Separations and Annulments

Representation in contested matrimonial cases is not provided automatically under the Plan. Fees and services are subject to agreement between the member and the attorney.

IX. PERSONAL BANKRUPTCY

Voluntary Chapter 7

- A. Single petition: \$750.00
- B. Joint petition: \$900.00

Voluntary Chapter 13

- A. Single petition: \$1,500.00
- B. Joint petition: \$1,600.00

Adjournments

- A. Court appearance: \$175.00

X. MISCELLANEOUS SERVICES (Document Review, Lawyer Letter, etc.)

- A. Basic charge: \$95.00-\$125.00 per hr.

XI. GENERAL CONSULTATION (Office or Telephonic)

- A. Basic charge: \$95.00-\$125.00 per hr.

DISBURSEMENTS AND OFFICE EXPENSES: Fees set forth under this schedule do not include disbursements such as filing fees or recording fees, or other special costs and expenses including transcripts, expert witnesses, special mailings or copy costs, and long distance telephone calls.