

MIKE SPENCE
CLERK OF COURT CIVIL
DEPOSIT LIST Effective
December 1, 2025

Caddo Parish Courthouse
Shreveport, LA 71101-5408

www.caddoclerk.com

1.

All New Law Suits - One Service (Except Election Contest, Challenges Suits & Domestic Suits)	\$300.00
Election Contest and Challenges Suits (see Election page for more information)	\$600.00
Exhibits (per page)	2.00
Each Extra Service	100.00
Domestic Suits	450.00
When Suit Contains Rule to Show Cause and/or TRO, Sequestration, Attachments, FIFA (Additional)	100.00
For Service Through the Secretary of State (Per Service)	150.00
Subpoena and Subpoena Duces Tecum or Deposition Subpoena: (Act 259 - 2021 Legislature) Service (Each) plus 56c per mile round trip to be calculated by attorney issuing subpoena	125.00

EXCEPTIONS

Fees for the following do not include Certified Copies.

Successions Large & Small (small = \$125,000 or less) Refunds will be automatic at time of Judgement of Possession. This fee due to the recording of the Judgment in conveyance records.	\$450.00
Tutorship Thru Letters	300.00
Minor Settlements	150.00
Medical Malpractice Ext	150.00
Name Change Thru Judgment (No Service) Includes \$50 State Police Background Check	400.00
Certified Copies (each)	5.00
Copies (per page)	1.00

2.

Cross Claims, Reconventional Demands, Third Party Demands, Interventions, Partitions, Deficiency Petitions, Garnishments with Existing Suit Number (One Service)	\$200.00
Exhibits (per page)	2.00
No Service	150.00
(Each Additional Service)	100.00
Rules, TRO (Additional)	100.00
Secretary of State Service	150.00

3.

All Filings Requiring Service with Existing Suit Numbers (with exception of items in paragraph 2)	\$150.00
Exhibits (per page)	2.00
Each additional service	100.00
Secretary of State Per Service	150.00
Reservice, letter request	100.00
FIFA Request	100.00
Writ of Possession Request	100.00
Request for Commission to Sell	100.00

4.

All Filings not mentioned above that have a suit number, no service required, to be paid at time of filing:	
1. First page	\$20.00
2. Each Additional Page	5.00
3. Certified Copy (each)	5.00
4. Exhibits	2.00

5.

Curator Fee (All law suits)	\$200.00
Curator Fee (pauper suits)	200.00

6.

Judgment with 2 parties	\$100.00
Each additional party	50.00

7.

On Line Computer Service (yearly)	\$500.00
On Line Computer Service (monthly)	\$50.00
On Line Computer Service (daily)	\$20.00

FREQUENTLY CALLED NUMBERS – AREA CODE 318

Civil Filing Counter	226-6776
Record Room	226-6780
Criminal Minutes	226-6786
Civil Minutes	226-6785
Fax-Civil Suits	227-9080
Civil Suit Records	226-6778
Recording Conv & Mort	226-6790
Original Conv & Mort	226-6791
Marriage License	226-6789
Elections	226-6788
UCC	226-6783
Civil Microfilm	226-6642
Mike Spence, Clerk of Court	226-6776