

AN OVERVIEW OF THE FEE SCHEDULE OF THE COMMISSIONER OF ACCOUNTS

The Commissioner of Accounts receives no funds from either the state or local government. The Commissioner's revenue is funded entirely from filing fees paid by users of the system. Any filing with the Commissioner's office must be accompanied by the appropriate fee. Additional fees may be assessed if the fiduciary is delinquent, resulting in additional action by the Commissioner. The full Uniform Fee Schedule Guidelines can be found on the Court's website: https://www.vacourts.gov/static/courts/circuit/resources/coa/coa_fee_schedule.pdf

A summary of the most common fees is included here for your convenience. If you have any questions about the fees owed, please contact the Commissioner's office before you file. If you neglect to timely file proper and complete documents, you may be personally responsible for additional penalties.

Keep in mind that the Commissioner's fees are separate from the Clerk of Court's recordation fee, which must also be submitted to the Commissioner with each filing. For filings of 1 - 10 pages, the fee payable to the Clerk of Court is \$18.00. For filings of 11 – 30 pages, the fee is \$32.00. For filings over 30 pages, the fee is \$52.00. The page count is based on the Account Summary form and itemized lists of transactions. Your supporting documentation (e.g. receipts, invoices, bank statements, check images) does not count toward the page total.

Inventory:

The fee is based on the value of assets under the control of the fiduciary, including real estate over which the fiduciary has the power of sale, but not including projected income.

	<u>Assets</u>	<u>Fee</u>
Guardian for Minor	any amount	\$75.00
All others	0 – \$50,000	\$135.00
	50,001 – 200,000	\$200.00
	200,001 – 500,000	\$275.00
	above 500,000	\$350.00

First Account of a Decedent's Estate:

The fee is based on the value of the assets shown on Parts 1 and 3 of the Inventory plus receipts, capital gains, and adjustments which increase the value of the probate estate (Lines 2, 3, and 4 of the Account Summary).

<u>Assets from Inventory plus Additions</u>	<u>Fee</u>
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0 – \$50,000	\$275.00
50,0001 – 100,000	\$550.00
100,001 – 200,000	\$675.00
200,001 – 300,000	\$825.00
300,001 – 500,000	\$1,030.00
500,001 – 700,000	\$1,240.00
700,001 – 1,000,000	\$1,650.00
above 1,000,000	\$1,650.00 plus .00075 times the assets in excess of \$1,000,000

Second and Subsequent Accounts of a Decedent’s Estate:

Use the fee schedule for a First Account based on the value of assets brought forward (at market value) plus additions during the accounting period.

Statement in Lieu of Account (Va. Code § 64.2-1314)

If you qualify to file a Statement in Lieu, the fee is \$250.00.

First Account of a Trust or a Conservatorship:

<u>Assets from Inventory plus Additions</u>	<u>Fee</u>
0 – \$50,000	\$275.00
50,001 – 100,000	\$425.00
100,001 – 200,000	\$550.00
200,001 – 300,000	\$675.00
300,001 – 500,000	\$825.00
500,001 – 700,000	\$975.00
700,001 – 1,000,000	\$1,100.00
above 1,000,000	\$1,100.00 plus .0005 times the assets in excess of \$1,000,000.00

For a Trust, “Assets from Inventory” means the value of trust assets, including real estate over which the Trustee has the power of sale (Parts 1 and 2 of the Inventory). For a Conservatorship, “Assets from Inventory” means the conservatorship assets, including real estate over which the Conservator has the power of sale and the incapacitated person’s interest in any real or personal property that will pass to another at the incapacitated person’s death (Parts 1, 2, and 5 of the Inventory). “Additions” are receipts, capital gains, and adjustments which increase the value of the estate (for Trusts - Lines 2, 3, 4, and 5 for Trusts; for Conservatorships - Lines 2b, 3, and 4).

NOTE: If the ward is a Medicaid recipient, the maximum account filing fee is \$25.00 (Virginia Code § 64.2-1305).

Second and Subsequent Accounts of a Trust or Conservatorship:

Use the fee schedule for a First Account based on the value of the assets brought forward (at market value) plus additions during the accounting period.

First Account of a Minor:

<u>Assets from Inventory plus Additions</u>	<u>Fee</u>
0 – \$50,000	\$135.00
50,001 – 100,000	\$220.00
100,001 – 200,000	\$275.00
200,001 – 300,000	\$350.00
300,001 – 500,000	\$400.00
500,001 – 700,000	\$475.00
700,001 – 1,000,000	\$550.00
above 1,000,000	\$550.00 plus .0005 times the assets in excess of \$1,000,000

NOTE: “Assets from Inventory” means the Guardianship assets, including real estate over which the Guardian has power of sale (Parts 1 and 2 of the Inventory). “Additions” are receipts, capital gains, and adjustments which increase the value of the estate (lines 2b, 3 and 4).

Second and Subsequent Accounts of a Minor:

The fee shall be determined by applying the fee schedule for a First Account to the assets brought forward (at market value) plus additions during the accounting period.