



State of Rhode Island Judiciary

Court Costs Information Sheet

- 1. How do I find out how much the court costs are on my case?** You can contact the clerk's office for the Superior and District Courts below. You can also click [here](#) for a calculator for fees, fines, court costs, assessments that can provide you with an estimate.

Superior Court: Email: CentralRegistry@courts.ri.gov

Mail: Rhode Island Superior Court, Finance Division - Room 110
Licht Judicial Complex, 250 Benefit Street, Providence, RI 02903

Facsimile: To Finance Division, Superior Court at (401) 222-3022

District Court: Email: Murray Judicial Complex: 2ndDistrictCourtHelpDesk@courts.ri.gov
Noel District Court: 3rdDistrictCourtHelpDesk@courts.ri.gov
McGrath Judicial Complex: 4thDistrictCourtHelpDesk@courts.ri.gov
Garrahy Judicial Complex: 6thDistrictCourtHelpDesk@courts.ri.gov

- 2. What will I need to get started?** In most cases, you will need to fill out a Financial Statement form. The Superior Court's financial statement form can be found [here](#). The District Court's financial statement form can be found [here](#).

- 3. Under what circumstances do I not have to pay court costs?**

- You can have your court costs waived if you fill out the Financial Statement form and attach supporting documents sufficient to verify that you are on one of the following forms of public assistance:
 - Temporary Assistance to Needy Families (TANF);
 - Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI);
 - Public assistance;
 - Disability insurance; or
 - Food stamps (enrolled in Supplemental Nutrition Assistance Program (SNAP)).
- If you claim on the Financial Statement form that you were represented by the public defender or court appointed counsel on your case. The court will check this and you can have court costs waived.
- If you do not qualify under (a) or (b) but have limited or no ability to pay court costs based on your financial commitments, you can fill out the Financial Statement form and email or go to the clerk's office and request a hearing before a judge. (Financial commitments may include debts such as rent, health insurance, and alimony.) A judge will make a decision and you will know at the hearing the final amount you will have to pay.
- If you are sentenced to thirty (30) days or more of jail time at the time of sentencing of a criminal offense, or at the time of the sentencing on a probation violation, the court will automatically waive the costs, fees, or assessments to your case. You do not have to do anything. (Your sentencing must have occurred after the law went into effect on June 27, 2022).

4. How will I find out if my costs and fees have been reduced or waived?

If **go to a clerk's office** and meet the criteria outlined in 3(a) or (b) above, you will leave knowing how much you owe.

If you **call or email a clerk's office** to start the process and meet the outline criteria, they will ask you how you prefer to be notified and will call or email you back telling you how much you owe.

If you go to a clerk's office and request to have a judge determine your ability to pay, you will be given a court date and will receive an answer on the day you appear before the judge on how much you owe.

The court will provide notification as to whether the submitted application was approved or if a hearing will be scheduled. Please allow up to five (5) business days for a reply.

*Court imposed fines, including any highway assessment fines under Title 31, are separate from procedures discussed here to waive or reduce fees. Only a judge can decide to waive these fines. You can ask the clerk's office for a hearing before a judge to review your case. You will be given a court date and will receive an answer on the day you appear before the judge on how much you owe.

** Restitution cannot be waived. You will have to pay the required amount.