

Curtis M. Loftis, Jr. State Treasurer
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Municipal Treasurers

Instructions for filling in State Treasurer’s Court Revenue Remittance Form

Fines, Fees, Assessments and Surcharges DUE TO THE STATE TREASURER:

Row	Revenue Type	Instructions
A	Public Defender Application Fee - \$40 Per Application	Enter 100% of Collections
B	Body Piercing	Enter 100% of Collections
C	Marriage License Fee - Additional \$ 20 Per License	Enter 100% of Collections
D	Bond Estreatment	Enter 25% of Collections
DA	Municipal Conditional Discharge Fee-\$150 (Effective 06-02-2010)	Enter 100% of Collections
DB	Violations of State Shellfish Laws	Enter 33.33% of Collections
DC	Criminally Negligent Use of Firearms/Archery Tackle	Enter 100% of Collections
DD	Highway Work Zone – Department of Public Safety	Enter 100% of Collections
DE	Highway Work Zone – State Highway Fund	Enter 100% of Collections
DF	Public Disorderly Conduct	Enter 100% of Collections
AB	Defense of Indigents Civil Application Fee - \$40 Per Application (New as of 7/1/2024)	Enter 100% of Collections
AC	Handheld Device – DPS (New as of 3/1/2026)	Enter 25% of Collections
E	Boating Under the Influence (BUI)	Enter 100% of Collections
F	Municipal DUS DPS Pullout -\$100	Enter 100% of Collections
G	Municipal DUI Assessment- \$12 Per Case	Enter 100% of Collections
H	Municipal DUI Surcharge - \$100 Per Case	Enter 100% of Collections
I	Municipal DUI DPS Pullout- \$100	Enter 100% of Collections
IA	DUI/DUAC Breathalyzer Test Conviction Fee -SLED \$25	Enter 100% of Collections
J	Municipal Drug Surcharge -\$150 Per Case (Effective 06-02-2010)	Enter 100% of Collections
K	Municipal Law Enforcement Surcharge - \$25 Per Case	Enter 100% of Collections
KA	Municipal Criminal Justice Academy \$5 Surcharge (Terminates June 30, 2016)	Enter 100% of Collections
L	Municipal- 107.5%	Enter 88.84% of Collections
LA	Municipal Traffic Education Program \$140 Application Fee	Enter 90.38% of Collections
M	TOTAL REVENUE DUE TO STATE TREASURER	Enter total of Column 5 lines A through LA. Note Below.

Assessments and Surcharges (other than DUI) RETAINED BY YOUR OFFICE:

Row	Revenue Type	Instructions
N	Assessments-Municipal	Enter 11.16% of Collections
O	Surcharges-Municipal	Enter 100% of Collections
OA	Other Assessments-Municipal	Enter 9.17% of Collections
P	TOTAL RETAINED FOR VICTIM SERVICES	Enter total of Column 5 lines N through OA. Note Below.

Note: These funds are to be accounted for by the local jurisdiction in a separate account specifically for Victims Services and reported for information only to the State Treasurer.

Note: Transfer cases should be assessed at the rates and reported in the line applicable to the court from which the case was transferred.

Reports are due no later than 5:00pm on the 15th of the month following collection. If interested in ACH, contact the State Treasurer’s Office no later than the 15th of the month.