

**RUTHERFORD COUNTY CLERK OF SUPERIOR COURT
OFFICE DIRECTORY
828-288-6100**

**Many forms and online services are available at www.NCCourts.org
including court calendars and payment of traffic ticket fines.**

- **Press #1 -- Criminal (Includes Traffic Violations)** – Traffic Tickets can be paid online at www.payNCTicket.org. Warrants are not public record and cannot be discussed -- This includes telling anyone if there are outstanding warrants on an individual. Criminal records checks are done in the criminal dept at a cost of \$25. This record includes Rutherford County only. Rutherford County Clerk of Court does not accept out of county property bonds. Only property inside Rutherford County can be used as a bond.

- **Press #2 -- Civil (Includes, Divorces, Small Claims, Child Support, Domestic Violence, Juvenile)** – The filing fee for a Divorce is \$225.00 and our office has the cover sheet, summons and divorce certificate forms. Any other forms necessary will need to be obtained somewhere else. The filing fee for a Small Claims case (under \$5,000) is \$96.00 plus \$30.00 service fee per defendant. For any questions on Child Support matters, please contact your local DSS Enforcement Agent at 828-287-6279. Domestic Violence services include the PATH Shelter of Rutherford County which has a 24 hour hotline (828-245-8595) and they also provide a court advocate who has an office in the courthouse and can be reached at 828-286-2765. Juvenile/Adoption Matters are Confidential and questions cannot be answered over the phone.

- **Press #3 -- Passport Information** -- www.travel.state.gov/passport. Our office processes passport applications daily between 10:00 am and 4:00 pm.

- **Press #4 -- Estates/Special Proceedings (Includes, Guardianships, Foreclosures, and Name Changes)** - General estate questions can be answered by review of the North Carolina Estate Pamphlet which is available on www.NCCourts.org. This office schedules appointments for opening or closing (auditing) an estate matter. Foreclosure matters are indexed by name only – we are unable to locate a matter by address alone. Rutherford County Foreclosure Sales are not available online through a court sponsored website, but all public judicial sales are required to be published in the newspaper qualified for legal advertising in the county where the property is located. Name Change Instruction Packets are available in this department.

- **Press #5 -- Cashier/Bookkeeping** – No Personal Checks Accepted and Debit/Credit Cards are accepted when paying fines and/or court costs in person (fees will be applicable for credit card payments.) Please DO NOT send cash payments through the mail. An ATM machine is available inside the courthouse.