

APR 05 2016



COMMONWEALTH OF KENTUCKY
OFFICE OF THE SECRETARY OF STATE
ALISON LUNDERGAN GRIMES

MEMORANDUM

TO: U.S. District Court Clerks
Kentucky Circuit Court Clerks

FROM: Lindsay Hughes Thurston
Assistant Secretary of State 

DATE: March 31, 2016

RE: DECREASE OF FEES FOR RESTRICTED DELIVERY SERVICE OF PROCESS

Pursuant to KRS 454.210, the Office of the Secretary of State serves process on out-of-state residents and requires that this service be sent by certified mail for \$10.00.

Some parties elect to send their service of process by **certified mail restricted delivery**. This office accommodates such requests as long as the requesting party pays the certified mail restricted delivery mailing fee in addition to the \$10.00 statutory fee.

Effective April 10, 2016, the USPS will **decrease** the restricted delivery charge to \$4.95. Therefore, each request to send service of process by certified mail restricted delivery that is received by this office on or after April 10, 2016, must be accompanied by a check or money order for \$14.95 (the statutory fee plus the restricted delivery fee).

We appreciate your office providing notice of this change to all interested parties who may wish to use certified mail restricted delivery.

Thank you for your cooperation in informing your clients of this fee decrease.

If you have any questions about this fee decrease, please contact Jeremy Foster at 502-782-7441 or Jeremy.Foster@ky.gov or Mike Owens at 502-782-7446 or Mike.Owens@ky.gov.