

Página principal>Questões monetárias/Reclamação de créditos>**Custas judiciais da ação de injunção de pagamento** Court fees concerning European Payment Order procedure

Países Baixos

Introduction What fees are applicable? How much shall I pay? What happens if I do not pay the court fees on time? How can I pay the court fees? What shall I do after the payment?

Introduction

The European order for payment procedure (Regulation (EC) No 1896/2006, which entered into force on 12 December 2008) allows creditors to recover their uncontested cross-border civil and commercial claims under a uniform procedure that operates on the basis of standard forms. The procedure does not require the parties to attend court. The Regulation applies between all EU Member States with the exception of Denmark.

The Council for the Judiciary (*Raad voor de rechtspraak*) has designated the District Court of the Hague (*Rechtbank Den Haag*) as the sole district court competent to handle European Payment Order cases. If a statement of opposition is lodged, the proceedings may be continued in accordance with the ordinary rules of territorial jurisdiction.

To lodge an application under the European Payment Order procedure, form A must be used. This form is available in all languages of the European Union on the European Commission's website.

The form

Applications may be lodged with the District Court of the Hague in Dutch only.

Applications under the European Payment Order procedure may be sent to:

Rechtbank Den Haag

Sector civiel recht

Algemene Zaken

Postbus 20302

2500 EH Den Haag

For more information please call the court's General Affairs registry (*griffie Algemene Zaken*). The telephone number of the court's General Affairs registry is: +31 (0)70-381 22 64.

What fees are applicable?

The fees depend on the amount of the principal claim. See also: How much shall I pay?

How much shall I pay?

An overview of the fees applicable for 2019 is set out below.

Nature/amount of the claim or application	Court fee for non-natural persons	Court fee for natural persons	Court fee for persons of limited means
Court fee of court handling sub-district cases			
Cases relating to a claim or application: Of an indeterminate amount or An amount not exceeding €500	€121	€81	€81
Cases relating to a claim or application of an amount exceeding €500 but not exceeding €12 500	€486	€231	€81
Cases relating to a claim or application of an amount exceeding €12 500	€972	€486	€81
Court fee of court handling other, non-subdistrict, cases			
Cases relating to a claim or application: - Of an indeterminate amount or	€639	€297	€81
Cases relating to a claim or application of an amount not exceeding €100 000	€1992	€914	€81
Cases relating to a claim or application of an amount exceeding €100 000	€4030	€1599	€81

For more information please see the following websites: Rechtspraak.nl and Raad voor Rechtsbijstand.

What happens if I do not pay the court fees on time?

If the court fees are not paid on time, the application may not be taken any further and the case will be dismissed.

How can I pay the court fees?

The applicant receives an invoice for payment of the court fees. Payment can be made by bank transfer.

What shall I do after the payment?

After paying the court fees you should wait for further information from the District Court of the Hague.

The Regulation creating a European order for payment procedure stipulates that the court will issue a European order for payment as soon as possible and normally within 30 days of the lodging of the application.

Related links

Rechtspraak.nl

Raad voor Rechtsbijstand

Regulation (EC) No 1896/2006 of the European Parliament and of the Council of 12 December 2006 creating a European order for payment procedure Last update: 24/02/2020

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