

INSTRUCTIONS TO THE SHERIFF
FOR EVICTIONS
****ADVANCE FEE OF \$200.00 REQUIRED****

I AM REQUESTING AN EVICTION OF THE FOLLOWING DEFENDANTS FROM THE ADDRESS LISTED ON THIS PAGE AND THE JUDGMENT AND WRIT OF EXECUTION AND I AM INCLUDING PREPAYMENT.

CASE NUMBER:

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PLAINTIFF(S)

vs.

DEFENDANT(S):

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DEFENDANT(S) TO BE EXECUTED AGAINST. INCLUDE PHONE NUMBER:

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IDENTIFYING INFORMATION FOR DEFENDANT(S) / SOCIAL SECURITY # AND/OR DATE OF BIRTH:

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ADDRESS OF EVICTION:

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REGARDING A COMMERCIAL TENANT OR TENANT WITH A TRACT OF LAND FIVE (5) ACRES OR MORE:

IT HAS BEEN 7 DAYS OR TIME SET BY JUDGE HAS ELAPSED SINCE JUDGMENT WAS ISSUED:

OR

IT HAS NOT BEEN 7 DAYS OR TIME SET BY JUDGE HAS ELAPSED SINCE JUDGMENT WAS ISSUED—
PLEASE POST PROPERTY UNTIL 7 DAYS OR TIME SET BY JUDGE IS UP:

PLEASE CALL CONTACT NUMBER TO SET UP CIVIL STANDBY FOR LOCK CHANGE AND REMOVE DEFENDANT(S) PER WRIT.

PLEASE REMOVE DEFENDANT(S) IMMEDIATELY PER WRIT AND CALL CONTACT NUMBER TO NOTIFY ME WHEN COMPLETED.

DATED:

SIGNATURE OF PLAINTIFF OR ATTORNEY (**MUST PERSONALLY SIGN/NO ELECTRONIC SIGNATURE**):

MAILING ADDRESS FOR RETURN OF SERVICE:

CONTACT PHONE NUMBER:

ADDITIONAL INFORMATION (DIRECTIONS ETC):