

BUTTE COUNTY SHERIFF SERVICES AND FEES Effective 09/10/2019

Please note the following:

LOI stands for "Letter of Instruction". Per CCP 262, the letter must be signed by the Plaintiff or their attorney, if they have one.

Most court documents have time constraints for service, please read through your documents and allow enough time for us to process and attempt to serve, especially if you are mailing the service to us.

NON WRIT PROCESS

Application and Order for Appearance and Examination	\$40, LOI, 1 copy
Bench Warrant (Contempt) CCP 1209	No Charge, Original + 1 copy
Bench Warrant CCP 491.160(a)(1)B CHILD SUPPORT	No Charge, Original + 1 copy
Bench Warrant CCP 491.160(a)(1)A FTA ~ Order to Appear for Examination	\$50, Original + 1 copy
Bench Warrant CCP 708.170(a)(1)A (GC26744) FTA	\$50, Original + 1 copy
Bench Warrant CCP 1993 <u>or</u> 491.160(a)(1)B <u>or</u> 708.170(a)(1)B (GC26744.5) FTA	\$140, Original + 1 copy
Copies	\$1.00 per page
Defendant's Claim & Order to Plaintiff [Form SC-120]	\$40 per Person, LOI, 2 copies
Emancipation of a Minor	\$40, LOI, 1 copy
EVICTION NOTICE (3-Day or 30-Day or 60-Day Notices)	\$40, LOI, minimum 2 copies
Notary Fee	\$15 per Notary
Notice of Hearing	\$40, LOI, 1 copy
Order to Show Cause [Must serve 16 <u>court</u> days]	\$40, LOI, 1 copy
Order to Show Cause (Change of Name) [Must serve 16 <u>court</u> days]	\$40, LOI, 1 copy
Order to Show Cause and Affidavit for Contempt [Must serve 16 <u>court</u> days]	\$40, LOI, 1 copy
Plaintiff's Claim & Order to Defendant [Form SC-100]	\$40 per Person, LOI, 2 copies
Request for Order [Must serve 16 <u>court</u> days, unless Order Shortening Time]	\$40, LOI, 1 copy
Request for Order 'To Vacate TRO'	\$40, LOI, 1 copy
Restraining Order After Hearing	No Charge, LOI, 1 copy
Subpoenas Civil	\$40, LOI, 1 copy
Subpoena ~ Civil <u>for Law Enforcement</u>	\$315 , LOI + 3 copies
Subpoenas Criminal or Juvenile	No Fee, Original + 1 Copy
(3 copies if for Law Enforcement and Subpoena must contain service address or LOI must state service address) *For deputies and other law enforcement officers: need 3 copes, PC 1328 states,"2copies may be given to supervisor or agent"	
Summons & Complaint	\$40, LOI, 2 copies

Summons & Complaint Re: Parental Obligations \$40, LOI, 2 copies

Summons & Complaint Unlawful Detainer \$40 per Person Named , LOI, 2 copies per Person Named
w/ Prejudgment Claim of Right to Possession “Unnamed Occupant/Does”\$40, LOI + 3 copies

Summons & Petition \$40, LOI, 2 copies

Letters of Temporary Guardianship / Conservatorship \$40, LOI, 1 copy

Temporary Restraining Order, Domestic Violence or Harassment No Fee, LOI, 1 copy
(Please read through your documents to see what documents must be served)

WRIT OF POSSESSION FOR EVICTION

EVICTIONS \$145, LOI, Original WRIT + 2 copies

EVICTIONS – Reposting [if we still have WRIT] \$80 + LOI stating Repost request

EVICTIONS – Reposting [WRIT already sent back to court] \$145, LOI, must have new WRIT + 2 copies

EVICTIONS – Court Issued Stays No fee + letter notifying us of release and new lockout date

EVICTIONS – Attorney/Plaintiff Stays \$80 fee + letter notifying new lockout date

MONEY JUDGMENT WRITS *

Automobile Levy \$1500, LOI, Original WRIT+2 copies (more \$ if Store & Sell)

Bank Levy \$40 per Bank, LOI, Original WRIT+2 copies

Employee Withholding Order \$35, Application for EWO, Original WRIT [\$35/Employer on 1 employee]

Going Business Levy:

Keeper – 8 hour \$240 (\$100+\$140) LOI “Keeper Levy Instructions”, Original WRIT + 2 copies

Keeper – 12 hours \$400 (\$100+\$300) LOI “Keeper Levy Instructions”, Original WRIT + 2 copies

Till Tap Levy \$100, LOI, Original WRIT+ 2 copies

Monies Due/Third Party Levy..... \$40, LOI, Original WRIT+ 2 copies

Real Property Levy Fee \$2000 [Sale] Real Prop Levy Instructions, Original WRIT +copies, Legal Description of Property

Personal Property Levy Fee Varies. Please call for estimate

WRIT of Attachment for Monies prior to Judgment Issued by the Court \$40, LOI, Original WRIT +copies

WRIT of Attachment \$40 / \$500, LOI, Original WRIT +copies

CANCELLATIONS

Services ~ All ~ Cancellation prior to completion of attempt \$40

*For information and fees on complicated levies such as Writ of Attachments and Real Property levies please contact our office during our hours of operation.