

Park County Sheriff's Civil Fees

- 1) *Service fees for summons & complaint, subpoena, letters, & postings:*
Fee \$75.00 per service/per defendant/per location
 - *Fee includes only service, mileage, copies & return mailing)*
- 2) *Service fees of a subpoena*
Fee \$75.00 per subpoena/per service /per defendant/per location
 - *Fee includes only service, mileage, copies & return mailing*
- 3) *Service fee of Orders, letters etc.*
Fee \$75.00 per service/per defendant/per location
 - *Fee includes only service, mileage, copies & return mailing*
- 4) *Postings*
Fee \$75.00 – Each location
 - *Fee includes only posting, mileage, copies & return mailing*
- 5) *Writ of Execution Fees (Only for Wage Garnishments and Bank Levy's)*
Fee \$100.0
 - *Bank Levy's will only be served one (1) time*
- 6) *Writ/Sheriff's Sale of Personal Property*
Fee \$150.00 per Execution
 - *Fee only includes service, mileage and copies.*
 - *Additional charges will be the responsibility of the Plaintiff and/or Plaintiff's attorney or representative; i.e. advertising, certified mailings, filing fees & etc.*
 - *If personal property is to be seized and stored, the Plaintiff will be responsible for making arrangements for payment of professional towing, hauling and storage of property until sold.*
- 7) *Writ/Sheriff's Sale of Real Property:*
Fee of \$250.00 per lot/parcel
 - *If more then 1 lot/parcel is being sold, additional charge of \$50.00 per additional lot/parcel.*
 - *Fee only includes service, mileage & copies).*
 - *All other charges (i.e. advertising, certified mailings, filing fees etc.) and paperwork will be the responsibility of the Plaintiff and/or Plaintiff's attorney or representative.*
- 8) *Agister Lien:*
Fee \$150.00
 - *Fee only includes service, mileage & copies*
 - *Additional charges will be the responsibility of the Plaintiff and/or Plaintiff's attorney or representative.*
 - *An indemnity Bond of twice the amount of the lien will be required for a minimum of 2 years.*
- 9) *Writs of Assistance/Stand by*
Fee \$75.00
 - *If the stand-by is longer then 15 minutes and/or requires additional staffing an additional charge of \$50.00 per hour/per person will be incurred)*
- 10) *Postponement fee*
Fee \$50.00
- 11) *Fingerprint(s)*
Fee \$10.00

ALL FEES MUST BE PAID IN ADVANCE. No papers will be processed unless accompanied by the fee in cash, check or money order.

ALL PAPERS MUST BE ACCOMPANIED BY A PRAECIPE. These are written instructions or directions to the Sheriff from the person(s) requesting service of papers. The praecipe must be signed and dated by the person(s) requesting service. If papers are received by the Sheriff's Office without a signed, dated and completed Praecipe; the paperwork will not be processed and returned.

Within the praecipe a physical address must be provide to serve the papers to the defendant, respondent, or individual(s) papers are to be served. IF Only a Post Office Box is provided the papers will be returned.

All Civil fees are "nonrefundable" even if service has not been attempted!

Non-Service Fees:

Copy Fee: \$.50 per Page

Concealed Weapon Permit: New \$50.00; Renewal \$25.00

Off Site Catering License: \$35.00

Impound Fee: \$2.50 per day for up to 90 days

All Fees are effective as of February 02, 2012, Resolution number 1122