

MARATHON COUNTY SHERIFF DEPARTMENT

AID IN SERVING FORM

ALL FEES ARE NONREFUNDABLE

PREPAYMENT IS REQUIRED

\$75.00 - Civil Process Service Fee (This includes 3 attempts and mileage.)

\$150.00 Rush Service Fee - Papers to be served within 48 hours of receiving them. (There is no guarantee of successful service.)

\$100.00 - Writs of Replevins, Evictions, Executions & Assistance.

Stand-By Fee is \$60.00 Regular time/\$90.00 Overtime per officer, per hour.

DATE _____

Name of Person(s) Being Served _____

Address _____ APT _____ LOT _____

City _____

Home Phone _____ Cell Phone _____

Description of Person: M F Date of Birth _____ Race _____ Height _____ Weight _____

Hair Color _____ Eye Color _____ Glasses- Y / N Facial Hair- Y / N

Vehicle Make _____ Model _____ Year _____

Color _____ License Number _____

Best Time to Serve at Home Address _____

Employer _____ Address _____

List any Possible Threats to the Deputy (guns, dogs, etc.) _____

Include any additional information that may help in getting papers served

Name of Person Requesting Service _____

Mailing Address _____

City/State/Zip _____

Home Phone Number _____ Cell _____

This form is for our information and will not be served with your papers.