



SUPERIOR COURT OF CALIFORNIA
County of Placer
10820 Justice Center Drive
Roseville, CA 95678
(916) 408-6000 Website: www.placer.courts.ca.gov

INSTRUCTIONS TO SERVE A CIVIL BENCH WARRANT

(The Sheriff must have written and signed instructions by the plaintiff representing himself/herself or the attorney of record in accordance with California Civil Procedure Code 262)

TYPE OR PRINT CLEARLY

Court case # _____ Sheriff's file # _____
_____ vs. _____

To effect service of the civil bench warrant: Submit this completed form along with signed bench warrant to the Placer County Sheriff's Civil Office. The appropriate fee will need to be paid to Placer County Sheriff.

TO THE SHERIFF: You are instructed to serve the attached civil bench warrant as follows:

CHECK ONE BOX:

- Defendant lives in Placer County.
 Defendant does not live in Placer County. County where defendant lives: _____

DEFENDANT'S INFORMATION:

Name: _____
Service address: _____
Employer or other address for service: _____
Phone number: _____ Sex: Male Female Ht. _____ Wt.: _____
Driver's license # _____ Social Security # _____
Defendant may pose a threat? No Yes If yes, explain: _____
Other instructions: _____

PLAINTIFF'S INFORMATION:

Your name: _____ Phone: _____
Your address: _____ Email: _____
City, State, Zip code: _____
Signature: _____ Date: _____

Fees: A business check, money order, or cashier's check for \$175.00 \$50.00 payable to the Placer County Sheriff is attached. Fee waiver is attached.

NOTE: The Sheriff is entitled to his/her fees for service, whether or not the service is successful (Gov. Code § 26736 and 26738).

