

Walworth County Sheriff's Office Civil Process Division

1770 Hwy NN, Elkhorn, Wisconsin, 53121

262-741-4480

CIVIL PROCESS PAPERS

PARTY TO BE SERVED:

PLEASE PRINT CLEARLY

Use one page for each person or business to be served.

NAME OF PERSON OR BUSINESS TO BE SERVED

SEX: ___ **RACE:** ___ **DATE OF BIRTH:** ___/___/___ **SOCIAL SECURITY NO:** _____

ADDRESS: _____ **APT. NO.** _____

CITY, STATE, ZIP CODE: _____

EMAIL ADDRESS: _____

PHONE NO.: _____

HEIGHT: _____ **WEIGHT:** _____ **HAIR:** _____ **EYES:** _____

DRIVER'S LICENSE NUMBER: _____ **STATE** _____

AUTO MAKE: _____ **MODEL:** _____ **COLOR:** _____

PLATE NUMBER: _____ **STATE:** _____

EMPLOYER NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

SHIFT: _____ a.m. to _____ a.m.
 p.m. p.m.

ADDITIONAL INFORMATION TO ASSIST DEPUTY IN LOCATING PERSON TO BE SERVED: _____

(*Service may not be possible on specific days or at specific times.)

Walworth County charges \$80.00 per person, per case number. Pre-pay only.

NO REFUNDS

Did the court issue you a Waiver Of Fees? Yes or No

If yes, the Waiver Of Fees must be attached.

If this is a RESTRAINING ORDER or INJUNCTION, are you requesting the sheriff to remove the respondent from your residence? YES or NO