



## SHEBOYGAN COUNTY SHERIFF'S OFFICE

*Todd W. Priebe, Sheriff*  
*William Bruckbauer, Inspector*

Phone: (920) 459-3112      FAX: (920) 459-4305

### **WRIT OF RESTITUTION (EVICTION)**

You have submitted your Writ of Restitution with the Sheboygan County Sheriff's Office, now what?

1. As soon as possible, after receipt of a Writ of Restitution, we will attempt personal service or post the Writ and a 7 day notice on the door. You will be contacted when the personal service/notice posting has been made and when the 7 days will expire
2. Our procedure consists of allowing tenants 7 days to vacate the property from the date/time of service. If you have any questions, contact Civil Process at (920) 459-3131.
3. If your tenant has not vacated after 7 days, you have 2 options:
  - a. Obtain an indemnity bond if you plan on moving and/or storing the property yourself.
    - Bond Amounts:
      1. \$7,500.00 for apartments
      2. \$15,000.00 for a whole house.
        - Bond amounts may be adjusted higher based on the deputies determining the property is of a greater value.
        - Original bond must be dropped off at the Sheriff's Office prior to any Deputy meeting the plaintiff for a lock change or removal of individuals.
  - b. Hire a bonded/insured moving company and set up a mutually agreed upon time to complete the removal of property.

\*\*After a bond is received, a Deputy will meet the plaintiff/representative at a mutually agreed upon time. The property will be opened and any persons located inside will be allowed minimal time to pack necessities before being removed. Locks can be changed at this time and a "No Trespassing" order will be posted. Deputies do not physically get involved in the removal or storage of any property. That is the plaintiff's responsibility. Plaintiffs must advise the Deputy where the property will be stored. A physical inventory must be done by the plaintiff.

#### **PLEASE NOTE:**

- Landlords cannot enter the property until the Writ is completed, not just served.
- Landlords cannot change the locks until the Writ is completed.