

State law or county ordinance sets the fee that is charged for our services. Checks or money orders for fees should be made payable to the Wheeler County Sheriff's Office.

Type of Document to be Served (In effect beginning January 1, 2010.)		Fee
Notice Process (Summons and complaint with or without attachments, small claims notices, eviction summons and complaint, notice of restitution, citation, subpoena, orders, etc.) For more than two parties at an address, the fee increases to \$20 per person.	1-2 parties (same address)	\$36
	3 parties (same address)	\$60
	4 parties (same address)	\$80
	5 parties (same address)	\$100
Writs of Garnishment		\$25
Writ of Execution in Judgment of Restitution (Please note that "et al" or "All Other Occupants" is a party to be served)		\$70 plus fees outlined under "Notice Process" above
Enforcement Actions (Property seizure, writ, or order of assistance, or writ of execution)	Required Deposits: Real Property: \$500 Personal Property: \$1,200	\$70
Conveyance of Real Property (Sheriff's deed) (Certificate of Sale)		\$30

What We Need To Process and Serve Papers

1) The appropriate fee.

If you are sending the documents in the mail, please include a Check, money order, or cashier's check.

2) A service address (physical address).

We do not accept papers with a Post Office Box as the address listed for the defendant.

3) A cover letter/letter of instructions. If you have any special instructions that the Sheriff's Office should need, such as a description of the person to be served or any other pertinent service information, please include this in a cover letter or memorandum format. Also, if you have more than one defendant listed, indicate which defendant you want served. Be specific in who you want served. If there is any doubt as to what you want the Sheriff's Office to do, papers will be returned to you.

4) A self-addressed stamped envelope is not necessary, but very helpful.

- 5) Certified true copies of the documents, and in some instances, a court seal.

To check the status of document submitted for service, or for more information regarding fees, please contact the Sheriff's Office at **(541)763-4101, Monday through Friday, 9:00 a.m. to 5:00 p.m.**

For Legal Advice, Contact an Attorney

By law, the Wheeler County Sheriff's Office is not permitted to give legal advice. Please consult an attorney for any legal guidance. You may also wish to contact the Oregon State Bar at (503) 620-0222.