

PALM BEACH COUNTY SHERIFF'S OFFICE – COURT SERVICES BUREAU

CHECKLIST - WRIT OF REPLEVIN & DISTRESS WRIT

For assistance: (561) 355-2763

REPLEVINS: **Fees:** 1. \$40.00 **per defendant**, as listed in the body of the Writ, **plus**
2. \$50.00 Levy Fee, **plus**
3. \$200.00 Cost Deposit **per vehicle** (for other types of property, call our office to obtain the fee).

1. Original Writ of Replevin (Must be issued from the Clerk of the Court with Official Seal and Signature affixed.)
2. The Writ of Replevin must tell the Sheriff how to dispose of the Property. (Example: “Turn over to Plaintiff forthwith” or “Dispose of according to law”.)
3. Copy of the Final Judgment and/or Court Order.
4. Copy of the Bond (**if required** by the Court to post one)
5. A letter that: a) states the Plaintiff / Plaintiff’s Attorney will provide any labor, equipment or locksmith services necessary to complete the action.
b) states the **name(s) and phone number(s) of the contact person(s)** who will accept possession of the property.
6. A self-addressed stamped envelope.

SUMMONS: **Fees:** \$40.00 **per defendant.**

If you have a **Summons to be served in conjunction with the Writ of Replevin**, this office requires a **SEPARATE check**. While the paperwork is processed separately, they will be served together.

DISTRESS WRIT: **Fees:** \$40.00 **per defendant**

1. Certified copy of the Distress Writ.
2. Copy of the Bond (**if required** by the Court to post one)
3. A self-addressed stamped envelope.

CHECKS: Checks must be made **payable to Palm Beach County Sheriff’s Office.**

FORWARD DOCUMENTS TO: **Palm Beach County Sheriff’s Office
205 N. Dixie Highway, Room 1.1100
Juvenile Building / Enforceable Writs
West Palm Beach, FL 33401**

REMINDERS: Please make sure all the information in your documents is correct and your checks are signed. All documents **MUST** be either issued in or domesticated within the State of Florida

*“We are committed to providing prompt and efficient enforcement of Civil Process.”
We hope that you will find this information useful.*