



Sheriff
Dan Altena
Sioux County Sheriff's Office
4363 Ironwood Ave., Ste. 1
Orange City, IA 51041

Office (712) 737-2280 Fax (712) 737-8185

FEES FOR CIVIL PAPER SERVICE

Effective January 1, 2010

The hours of the Civil Process division are: Mon. – Fri., 8:00 a.m. to 4:00 p.m.

CONTACT NUMBERS:

- CAPT. JAMISON VAN VOORST, (712) 737-2280
- CIVIL ASSISTANT DIXIE ENGEL, (712) 737-2280

The following is a guide for the amount of advance service fees required to serve a typical original notice. Fees to serve one person a civil document in or near the community indicated below are:

Alton	\$21.00
Boyden	\$31.00
Carmel	\$33.00
Chatsworth	\$42.00
Granville	\$25.00
Hawarden	\$40.00
Hospers	\$26.00
Hull	\$32.00
Ireton	\$30.00
Lebanon	\$37.00
Matlock	\$38.00
Maurice	\$23.00
McNally	\$36.00
Middleburg	\$23.00
Newkirk	\$24.00
Perkins	\$34.00
Rock Valley	\$41.00
Sheldon	\$33.00
Sioux Center	\$27.00

MORE THAN ONE PERSON TO SERVE AT SAME ADDRESS:

- Fee as indicated above, plus \$10.00 for each additional person to be served.

MORE THAN ONE PERSON TO SERVE AT DIFFERENT ADDRESSES:

- Fee as indicated above for each address.

WRIT OF POSSESSION:

- Fee as indicated above, plus \$10.00/hr. deputy inventory rate.

NOTE: If the Sheriff's Office posts the 2-day courtesy notice and the landlord recalls the Writ of Possession, there will be a \$15.00 processing fee, plus mileage.

GARNISHMENTS:

- Fee is \$30.00 plus mileage.
- If you have the Sheriff garnish a bank, most banks require (besides the defendant's name) another identifier such as a social security number or an account number. If you do not have an additional identifier, the Sheriff will still serve the garnishment, but your chances of receiving any funds on the garnishment are reduced dramatically.
- In Iowa, garnishments expire in 120 days. After expiration, any funds received will be sent to the appropriate Clerk of Court. Federal and State laws determine the maximum amount, if any, which can be garnished from a defendant.

PLEASE NOTE:

- Pursuant to the Iowa Court Rules (Rules of Civil Procedure), after serving a document with a court case number, the Return of Service will be sent to the appropriate Clerk of Court unless requested to do differently. If no court case number is indicated, the Return of Service will be sent to the person or firm who requested the service.
- Before the Sioux County Sheriff's Office will serve any civil process, Directions to the Sheriff and the required advance fees must be received, if requested, along with the documents you want served.

**** The Sioux County Sheriff's Office cannot give legal advice****