



CITRUS COUNTY
SHERIFF
AN EXCELSIOR ACCREDITED LAW ENFORCEMENT AGENCY

SHERIFF
MIKE PRENDERGAST



Florida State Statute requires the Sheriff's Office to serve all **enforceable** civil process. The Citrus County Sheriff's Office will serve the following process:

- State Witness Subpoenas – Issued by the State Attorney's Office or Public defender's office
- Writ of Garnishment
- Writ of Replevin
- Writ of Possession
- Writ of Attachment
- Writ of Execution / Levy / Distress Writ
- Child Custody Pick-Up orders
- Injunctions for Protection and Order Setting Hearings on Injunctions
- Ex-Parte Baker Act & Marchman Act Orders issued by the Court
- Tax Deed Warnings
- Indigent process
- Any other process issued by a government entity

The fee for Enforceable process is \$90.00 per service; The fee for Writ of Garnishment and Tax Deed Warning is \$40.00. Different fees and costs apply to Writ of Execution / Levy process.

If you are a private citizen or an attorney and are in need of having a **non-enforceable** civil summons/subpoena served you will need to contact a Private Process Server.

If you have questions about these and any other civil actions, please be advised that Citrus County Sheriff's office personnel cannot dispense legal advice. However, call the Civil Department at 352-341-6525 for any questions.

Levy information

Cost Deposits: Personal Property \$2,000.00

Real Property \$1,000.00

Household \$4,000.00

Business \$5,000.00

(above subject to change in unusual circumstances)

Required Documents: Original Writ of Execution

Instructions for Levy

Addresses of all parties involved

Sufficient cost deposit

Proof of ownership (for personal and real property levy)

Affidavit of prior liens search (real property)

Affidavit of judgment lien certificates and UCC search