



WRIT OF RESTITUTION / UNLAWFUL DETAINER / EJECTMENT (POSSESSION) - INTAKE FORM

SNOHOMISH CO SUPERIOR CASE #: _____

This order was issued under the RCW indicated below:

- ___ RCW 7.28: Ejectment*
___ RCW 59.12: Forcible Entry and Forcible and Unlawful Detainer Act (include minimum 20 day extension language)*
___ RCW 59.18: Residential Landlord Tenant Act (include minimum 20 day extension language)
___ RCW 59.20: Mobile Home Landlord-Tenant Act

Received from:

Name: _____ Email: _____
Address: _____ Phone: _____
City, Zip: _____ Fax: _____

Eviction contact:

Name: _____ Phone: _____ Email: _____

Tenant/Residence Information:

Number of tenants: _____ Children (#/Ages) _____ Pets (#/type): _____
Name: _____ DOB/Age _____
Name: _____ DOB/Age _____
Special Info, Medical or Safety: _____
Garage/Storage Facility: _____ Gate/Locked (Include code or key) _____

- ___ "EVICTION, ARE YOU PREPARED?" restitution instructions.
___ Original Writ of Restitution, plus a copy for the Sheriff, and each defendant including et al, all others, etc.
___ Order for Writ (Judgment order, default judgment, etc.).
___ 20 Day Extension - verbiage should be in the writ. Writs not received in a timely manner cannot be served.
___ Request for Storage of Personal Property form (per RCW 59.18). Copy for each defendant.
___ A Bond of Indemnity* if writ is for Unlawful Detainer (i.e. commercial), moving a mobile home or Ejectment.
- Minimum required bond is \$15,000 and cannot be waived by the court (RCW 36.28.050).
- Bond made out to "Sheriff of Snohomish County".
- Must include the court case heading, court cause number and type of action, if applicable.
- Must include original signature of the Principal (or his agent) and the bonding agent.
___ Advance Fee is required. \$257.00 is the minimum amount required (\$102+\$102+\$23+\$30)
- To calculate advance fee:
• \$102.00: Service/posting with aid.
• \$102.00: Physical eviction for the first hour. Additional hours will be billed at \$102 per hour.
• \$ 23.00: Return to court.
• \$ _____ : Mileage: A \$30.00 minimum mileage fee is required.
Number of miles round trip x 3 deputies x \$.545 per mile (round to nearest dollar)
(One deputy to serve and two deputies for physical eviction and using distance from 3000 Rockefeller Ave, Everett to Service Address)
• \$ _____ : Fees for copies if not provided at intake (\$2.00 for first page + \$1.00 for additional pages).
- Estimated Advance Fees are required prior to service attempt. If the fees are less, a refund check will be issued. If the fees are more, a bill will be sent for additional fees. Refer to Sheriff's fee list at www.snoco.org.
___ \$ _____ Advance Fee required/received for this writ.