



SNOHOMISH COUNTY SHERIFF'S OFFICE

INTEGRITY • DIGNITY • COMMITMENT • PRIDE

Ty Trenary, Sheriff

WRIT OF ATTACHMENT - PERSONAL PROPERTY - INTAKE FORM

Documents / Information Needed:

_____ **ORIGINAL WRIT and 2 copies** IF writ is from SNOHOMISH COUNTY Court:

- Writ must be directed to Snohomish County Sheriff – when the personal property is located in Snohomish County

_____ **1 CERTIFIED COPY OF WRIT and 3 copies** IF from *OTHER COUNTIES* in Washington:

_____ Copy of order to issue writ

_____ Copy of affidavit on post judgment

_____ Description of personal property to be taken

_____ Address of personal property

_____ Address of defendant(s)

_____ Indemnity bond for double the value of the property per RCW 36.28.050
(Minimum \$5,000) Bond made out to “**Ty Trenary, Sheriff of Snohomish County**”.
Must include sheriff’s name, principal’s name, court info and type of order.

_____ Letter of instructions:

- Where to store property? Must be bonded storage location.
- Tow company if property includes a vehicle, boat, etc?
- Contact person with contact information?

_____ **\$250.00 Sheriff Advance Fees**

- Form of payment is cash, checks, or money orders. Checks and money orders should be made payable to SNOHOMISH COUNTY SHERIFF’S OFFICE (SCSO).
- 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.