

Chippewa County Sheriff's Office

James L. Kowalczyk, Sheriff

Chad Holum, Chief Deputy

CIVIL PROCESS SERVICE INFORMATION FORM
PREPAYMENT IS REQUIRED * FEES ARE NON-REFUNDABLE
\$55 Standard Service / \$75 Writs / No Charge for TROs and Injunctions

Payment: Cash / Check / Money Order / Waiver*

*If fees are waived by the Court, you must include the Waiver of Indigency Form with your paperwork.

Please complete as much information as possible. This enables us to expedite the service of your paperwork. This form is for our information only and will not be served with your papers.

Date: _____

This section is for **TEMPORARY RESTRAINING ORDERS AND INJUNCTIONS** only:

SERVICE BY CHIPPEWA COUNTY SHERIFF YES NO → [If "No", what agency was the paperwork sent to for service? _____]

Who helped you complete and file the restraining order petition and paperwork?

No advocate Family Support Center Chippewa County Crime Victim Witness

Person Requesting Service: _____ Date of Birth: _____

Address: _____

Phone #(s): _____

If you would like the Affidavit of Service EMAILED to you, please list your email address (a hard copy will not be mailed)

Person to be Served: _____ Date of Birth: _____

Address: _____

Phone #(s): _____

Employer: _____

Employer Address: _____

Employer Phone: _____

List any possible threats to deputies (guns, dogs, etc) _____

Additional Information (best time to serve at home address, work hours, type of vehicle(s), known contacts, places they frequent, etc.)

If using the receptacle in our Lobby, please put everything in the gold-colored envelope and drop into the slot in the front of the receptacle. Thank you

32 East Spruce Street, Chippewa Falls, WI 54729-2542
Phone: (715) 726-7701 FAX: (715) 723-6471