

ADVANCE FEES FOR CIVIL PAPER SERVICE EFFECTIVE JULY 1, 2017

Standard Advance Fee for all Civil Services: \$30.50 + mileage.

- **MORE THAN 1 PERSON @ SAME ADDRESS:** ORIGINAL FEE + \$20.00 PER EACH ADDITIONAL PERSON TO BE SERVED
- **MORE THAN 1 PERSON @ DIFFERENT ADDRESSES:** ORIGINAL FEE PER EACH ADDRESS
- **MORE THAN 1 COUNT:** ORIGINAL FEE PER EACH COUNT

WRIT OF POSSESSION: If the Sheriff's Office posts the 2-day courtesy notice and the landlord recalls the Writ of Possession, there will be a \$30.50 processing fee plus mileage.

GARNISHMENTS:

- The actual fees for service are added to the amount of the judgment to be garnished. The Sheriff's fees will be deducted from the first receipt of garnished funds from the employer.
- 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's paycheck and annually.

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 electronically filed with the issuing 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 Jones County Sheriff's Office will serve any civil process, Directions to the Sheriff and the required advance fees must be received along with the documents you want served. You **must** also give the office the last known address of the defendant and any attorney of record per Iowa Code, as the Sheriff Office is required to give them notice by restricted certified mail and regular mail, once the garnishment has been served.

Attorneys and Financial Institution in Iowa can be billed, however documents will not be returned to the Clerk's Office until Sheriff's fees are paid. A printable copy of the Directions to the Sheriff is available on this website.

The Jones County Sheriff's Office cannot give legal advice.