

Canyon County Sheriff's Office Fees and Procedure for an Eviction

CCSO Civil Section: (208)454-7510 ccsocio@canoncounty.id.gov

The Canyon County Sheriff's Office (CCSO) cannot provide legal assistance with your eviction. The information provided here is intended only to answer the most common questions about the Sheriff's Office fees and procedures for an eviction when documents are requested to be served by the Sheriff.

1. Service of **Three Day or Thirty Day Notice**

- a. *A \$50.00 service fee is required if notice is requested to be served by the Sheriff's Office

2. Service of **Summons and Complaint for Eviction**

- a. *With a hearing date*-All required documents and payment must be delivered to the Sheriff's Office at least 9 days before the court date in order to effect service
 - i. Service of the summons and complaint on the defendant shall not be less than 5 days before the hearing date (Idaho Code §6-310) and the Sheriff's Office requires a minimum of 4 BUSINESS days to accomplish service
- b. *Without a hearing date*- All required documents and payment must be delivered to the Sheriff's Office, service will be attempted promptly, defendant has 21 days to respond after service
- c. *A \$50.00 service is required *per person* to be served

3. Writ of Restitution (Eviction)

- a. *A \$100.00 service fee is required
- b. The Sheriff's Office MUST serve the Writ of Restitution for it to be enforced.
- c. At the plaintiff's direction, the Sheriff's Office may give:
 - i. Residential Tenants **72 hours** to vacate after service
 - ii. Tenants on property over 5 acres **7 days** to vacate after service
 - iii. Commercial Tenants **7 days** to vacate after service
 - iv. **This excludes Holidays and weekends.**
- d. If the defendant does not vacate, they will be removed from the property.
 - i. The plaintiff shall be responsible for proper removal of the defendant's belongings and may need to seek a court order for said removal
- e. The deputy handling the move out will contact you with any and all status updates on the property. **DO NOT make contact with the defendant or make new arrangements with them, as it will interfere with the eviction process. The Sheriff's Office may discontinue the eviction process in this event.**
- f. Please contact the Sheriff's Office at (208)454-7510 with any questions which will be forwarded to the deputy assigned to the eviction.

*Service fees are non-refundable once service has been attempted

Other resources:

Idaho State Bar Lawyer Referral Service
www.isb.idaho.gov
(208)334-4500

Court Assistance Office
Canyon County Courthouse, 3rd Floor
(208)454-7455
www.courtselfhelp.idaho.gov