

EFFECTIVE JULY 1, 2017

THE MUSCATINE COUNTY SHERIFF'S OFFICE REQUIRES THE FOLLOWING TO SERVE DOCUMENTS:

1. ONE COPY OF THE DOCUMENTS FOR **EACH** PERSON BEING SERVED AND ONE COPY FOR THE SHERIFF'S OFFICE
2. GARNISHMENTS: ONE GENERAL EXECUTION, DIRECTIONS TO THE SHERIFF AND FOUR COPIES OF THE NOTICE OF GARNISHMENT
3. ADVANCED FEES OF \$40.00 FOR ONE PERSON BEING SERVED OR \$60.00 FOR TWO PEOPLE BEING SERVED PER CASE NUMBER. THIS AMOUNT IS ONLY ADVANCED FEES. IF MORE THE SHERIFF'S OFFICE WILL BILL OR LESS WE WILL REFUND. WE ACCEPT CASH, CHECK OR MONEY ORDERS. WE WILL NOT EFILE OR RETURN THE RETURN OF SERVICE UNTIL ALL OF OUR FEES ARE PAID.

YOU CAN CONTACT THE MUSCATINE COUNTY SHERIFF'S OFFICE CIVIL DEPARTMENT AT 563-263-4521 WITH ANY QUESTIONS or FOR MORE PRECISE DEPOSIT AMOUNTS.

MONDAY THRU FRIDAY 8:00AM-4:00PM EXCLUDING HOLIDAYS.

MAILING ADDRESS:
MUSCATINE COUNTY SHERIFF'S OFFICE
ATTN: CIVIL DEPARTMENT
400 WALNUT ST
MUSCATINE, IA 52761