



RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

Writs of Restitution received Monday through Thursday of any given week will be served by Friday of the same week. Writs received on Friday will carry over to the following week.

Moves take place on the next Thursday, if necessary. A 48-hour notice is served on the tenant or if no one is available, the notice is posted.

A fee for the service of the 48-hour notice is \$60.00, which must be paid upon presentation of the Writ of Restitution. Checks must be made payable to: Racine County Sheriff.

If the tenant has not moved as requested, the landlord needs to schedule the eviction. A deposit of \$500.00 must be received in the Records Bureau by 4:00 p.m. on Tuesday to proceed with the eviction. Checks must be made payable to: Eagle Movers. If no deposit is received from the landlord by the deadline, the Writ of Restitution expires and is returned to the Clerk of Courts.

If the landlord is choosing to remove/store/dispose of the property themselves, the eviction will be automatically scheduled at the time the Writ of Restitution and Property Disposal Selection Form are submitted.

The moves begin at approximately 9:00 a.m. on Thursdays and are scheduled by location. This schedule may adjust due to federal holidays. Landlords will be called roughly ten to fifteen minutes prior to Deputy arrival. If the move is scheduled and cancelled prior to 8:30 a.m. on Thursday, there is no fee due and the Eagle Movers deposit check will be returned. If the move is scheduled but not cancelled until after 8:30 a.m. or on-site, \$160.00 will be due to Eagle Movers. The moving fees will be deducted from the deposit check and Eagle Movers will refund the balance.

Whether the landlord has chosen to remove/store/dispose of the property themselves or are using Eagle Movers, cancellations must still be done by 8:30 a.m. on the day of the scheduled eviction. If the eviction is cancelled after 8:30 a.m. a charge of \$46.16 will be charged by the Sheriff's Office. Fees for storage or removal of property are due directly to Eagle Movers. A listing of current rates is available upon request.

Fees for the Sheriff's Office time at the eviction are billed separately. The rate is \$46.16 per deputy per hour. There are two deputies present during any eviction. There is a minimum charge of \$92.32 due if deputies respond for the eviction.

FEES: (as of December 2020)

Service - Writ of Restitution	\$ 60.00
Deposit for eviction (Eagle Movers)	\$500.00
Eviction cancelled:	
Prior to deadline:	\$0
After deadline:	\$160.00 (Eagle Movers)
	\$ 46.16 (Sheriff's Office)
Deputies time: (Officer Rate)	
On-site cancellation	\$ 92.32
Rate per hour/per deputy	\$ 46.16
(Two deputy minimum)	

"A Tradition Since 1836"

Visit us at www.RacineCounty.com , Facebook, or MobilePatrol

*******NOTICE*******

PLEASE NOTE THE FOLLOWING INFORMATION REGARDING YOUR WRIT OF RESTITUTION FILED WITH THE RACINE COUNTY SHERIFF'S OFFICE:

- Evictions will begin at 9:00 a.m. on Thursdays (except when adjusted for Federal Holidays) and are scheduled based on location.
- Sheriff's Office personnel will make two (2) phone call attempts to the Plaintiff/Petitioning party.
- If the Plaintiff/Petitioner can not be reached by the second phone call, we will cancel the eviction and process payment as an on-site cancellation.

WRIT OF RESTITUTION received in:

The Sheriff's Office on/or before: _____

Writ will be served on/or before: _____

Deposit of \$500.00 due on/or before: _____

(Check or money order made payable to EAGLE MOVERS)

If landlord is choosing to remove/store/dispose of property themselves, eviction will automatically be scheduled at the time the Writ AND required written notification is submitted.

Scheduled MOVING date will be: _____

The above procedure has been established to ensure the Sheriff's Office does not miss statutory time limits. Wisconsin Statutes §799.45(5) directs the Sheriff shall execute a Writ of Restitution within ten (10) days of receipt. That ten (10) day requirement of execution and return of the Writ is mandatory.

We will not accept a Writ of Restitution signed more than thirty (30) days previously by the Court.

IF YOU DO NOT MEET THE ABOVE TERMS, YOU WILL HAVE TO SEEK A NEW WRIT OF RESTITUTION FROM THE SMALL CLAIMS COURT.

Please refer to other Civil Process procedure information for further instruction regarding cancellations. If you have any questions regarding this Notice, please call the Racine County Sheriff's Office Civil Process Division at (262) 636-3219.

(EV-1 Eviction Instruction)(12/2020)

"A Tradition Since 1836"

Visit us at www.RacineCounty.com , Facebook, or MobilePatrol