



SHEBOYGAN COUNTY SHERIFF'S OFFICE

Matt Spence, Sheriff

Chad Broeren,

Inspector

Phone: (920) 459-3112

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Writ of Restitution (Eviction)

After your eviction hearing, you have been granted a Writ of Restitution, now what?

- As soon as possible, deliver two copies of the writ to the Sheriff's Office, which is next door to the Sheboygan County Circuit Court. Our address is 525 N. 6th St. Sheboygan, Wi. 53081. Office hours for delivery of writs to our office are: Monday to Fridays 8A.M to 5P.M. (exclusive of holidays). For questions regarding eFiling documents to our office please call 920-459-4355.
- The Sheboygan County Sheriff's Office charges a \$75.00 fee for the service/posting of writs.
- Writs are valid for 30 business days from date of issuance. However, the Sheriff's Office has 10 business days to serve the writ, execute the writ, and return an affidavit of service to the courts once received from the plaintiff.
- Writs will be served or tacked within 24 hours of being received, and you will be notified of service.
- The eviction will then take place 7 days later, at exactly the time the writ was either served or tacked. Evictions usually begin at 9A.M.
- The plaintiff or their designee will be required to meet Deputies at the address on the day/time of the eviction. On the copies of the writ please include a phone number for the landlord or their designee.

- On the eviction date, Deputies will: A. remove from the premises, all parties named on the writ, and those claiming residency under them, B. conduct a walkthrough of the premises to ensure safety, C. turn control of the premises back to the plaintiff.
- The Sheboygan County Sheriff's Office WILL NOT remove, assist in removal, or store any personal property left by the defendant.
- Pursuant to state statute 704.05 (5)(a)1. The landlord may consider all personal property left behind by the defendant to be consider abandoned property and disposed of in a manner they determine appropriate. Unless the landlord and tenant had a previous written agreement. The only exception to this is that of medical equipment and prescription medications, which the landlord shall make a diligent effort to return to the defendant.
- Once the eviction has been completed, a No Trespass Warning will be posted on the most common entrance to the dwelling. Anyone who enters the premises thereafter, without of the consent of the landlord, would be consider trespassing, and subject to law enforcement action.
- The plaintiff will receive, by mail, a signed copy of the Deputies Affidavit of Service within a week of the eviction date, thus ending the involvement of the Sheboygan County Sheriff's Office.

The Civil Process Office of the Sheboygan County Sheriff's Office works Monday to Friday 7 A.M. to 3 P.M. The process server may be reached at 920-459-3131 or by email at joseph.breidung@sheboygancounty.com.