

Orange County
SHERIFF SERVICE FEES AND INFORMATION

Effective January 1, 2011

www.ocsd.org

Service Fees

Plaintiff's Claim and Order/Claim of Defendant	\$35.00
Summons and Complaint.....	35.00
Prejudgment Claim of Right to Possession (6 copies).....	35.00
Other Single Process.....	35.00
Order for Appearance	35.00

Keeper Fees

8 Hour deposit.....	\$225.00
Open End deposit	3100.00

Garnishment/Levy

Earnings Withholding Order*	30.00
Bank Levy/Garnishment.....	35.00
Claim and Delivery.....	85.00 Plus storage fees

A full listing of service fees can be found at www.ocsd.org or by calling the phone numbers below.

*Earnings Withholding Orders must include an Application for Earnings Withholding Order (CCP 706.102).

The Sheriff's Office does not provide legal advice.

Read the following information:

- All service requests must include instructions signed by the attorney of the party or by the party if he or she has no attorney. (CCP 684.130, 687.010) *Substitute signatures are not acceptable.* It is the responsibility of the attorney or party without attorney to provide accurate information. The Sheriff does not provide investigative services.
- All fees for service must be paid in cash or by check. The Sheriff's Civil office does not accept credit/debit cards. *Please do not mail cash.*
- Any court issued fee waivers must be included with the documents to be served.
- Levy requests must include the original Writ of Execution and three copies.
- Please allow sufficient time for service of documents with hearing dates. Services are attempted in the order they are received. If there is not enough time to serve, prior to the hearing date, the documents may be returned. (CCP 116.340)
- Levy and document service is generally done between the hours of 6:00 am to 3:30 pm, Monday through Friday. The Sheriff's Civil office will not guarantee the date or time of service. No refund of service fees can be made once a process is accepted for service.
- For any levy not listed herein, please contact the Sheriff's Civil office by email or telephone for information on requirements and fees.

Sheriff's Office Location for Your Jurisdiction

Service requests may be mailed or delivered to the Sheriff's Civil office as indicated below. The status of your case can be obtained by emailing the Sheriff's Civil office at the location where you sent your request.

Central Court Operations 714-569-3700

909 N Main St. Suite 2, Santa Ana, CA 92701..... civilstatcentral@ocsd.org

Service Areas: Anaheim, Brea, Buena Park, Carbon Canyon, Cowan Heights, Cypress, El Modena, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, La Habra, La Palma, Lemon Heights, Los Alamitos, Midway City, Modjeska Canyon, Olive, Orange, Orange Park Acres, Placentia, Rossmoor, Santa Ana, Seal Beach, Silverado Canyon, Stanton, Sunset Beach, Tustin, Villa Park, Westminster, Yorba Linda, All Orange County jails

Harbor Court Operations..... 949-476-4820

4601 Jamboree Rd Suite 108, Newport Beach, CA 92660..... civilstatharbor@ocsd.org

Newport Beach, Ca 92660

Service Areas: Aliso Viejo, Balboa Island, Capistrano Beach, Corona Del Mar, Costa Mesa, Cota De Caza, Crystal Cove, Dana Point, Emerald Bay, Foothill Ranch, Irvine, Irvine Cove, Ladera Ranch, Laguna Beach, Laguna, Canyon, Laguna Niguel, Laguna South, Laguna Woods, Lake Forest (El Toro), Live Oak Canyon, Mission Viejo, Monarch Beach, Newport Beach, Newport Coast, O'Neill Park, Portola Hills, Rancho, Santa Margarita, San Clemente, San Juan Capistrano, Santa Ana Heights, Trabuco Canyon, Orange County Airport, Santa Ana county area (20,000 block addresses)