

(Personal Property Levy)
INSTRUCTIONS TO THE SHERIFF OF THE COUNTY OF RIVERSIDE

The Sheriff must have written, signed, instructions by the attorney for the creditor, or the creditor if he/she has no attorney in accordance with CCP 262; 687.010.
www.riversidesheriff.org/services/process-services.asp

Court Services • Central
30755-D Auld Rd., Ste. L067
Murrieta, CA 92563
951-304-5050 • FAX 951-304-5066

Court Services • East
46200 Oasis St., Rm B15
Indio, CA 92201
760-863-8255 • FAX 760-863-8919

Court Services • West
4095 Lemon St., 4th Floor
Riverside, CA 92501
951-955-2420 • FAX 951-955-6155

Plaintiff VS _____

Court Case Number Levying Officer File Number

*Provide the original writ and four photocopies of the original writ, together with appropriate fees.
Please type or print legibly.*

Please levy and sell the following personal property belonging to the judgment debtor.

1. Name(s) of the judgment debtor(s) whose property is subject to this levy:

2. Judgment debtor's last known address:

3. Address where the personal property is located if different than the debtor:

4. Please provide a description of the property, if the description of the property is listed on the back of the writ the property description must match exactly:

Will a Private Place Order be required for the Sheriff to seize the property?

YES The Sheriff will require a Certified Copy of the Private Place Order.

NO

All communications, refunds, and collections will be made to the name and address listed below:

Signature of attorney (or party without an attorney)

Date

Print name of attorney (or party without an attorney)

Address of attorney (or party without an attorney) Number, Street, City, State, ZIP Code

Telephone Number

Cell Number

E-Mail Address

FAX Number