



# CANYON COUNTY SHERIFF

*Sheriff Kieran Donahue*

*National Sheriff's Association  
Past President 2024-2025*

*Douglas S. Hart*

*Chief Deputy*

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## Civil Service Fees:

Updated 6/23/26

Sheriff's Fees are due in **ADVANCE**.

Please make check or money order payable to **CCSO**

**Debit and Credit Cards are NOT accepted.**

Summons, Small Claims, Subpoena, Citation, Order, Notice, Motion, etc.:

**Fee is per person, per case number: \$71.00**

Jail service requests for these types of documents: **\$21.00**

Writ of Execution – Wage Garnishments – Service by Mail ONLY: **\$95.00**

Certified Mail: Additional **\$7.00** Fee

Writ of Execution – Bank Garnishments: **\$50.00**

Additional Advanced Fee: **\$7.00** payable to the bank for their search fee  
(**no cash**, applies to both service types)

Writ of Execution – Cash Demands, Till Taps, Trust Accounts/Third-Party: **\$60.00**

Writ of Restitution – Evictions/Move Outs: **\$196.00**

Writ of Possession (pick up and turn over property): **\$141.00**

Writ of Execution – Seize and Sell Personal Property: **\$197.00**

Additional Advanced Fees (minimum deposit) **\$2000.00** required for labor, storage  
and/or towing.

Vehicle Seizures: **\$2000.00** per vehicle

Writ of Foreclosure or Order of Sale on Real Property: **\$1000.00 (minimum deposit)**

Includes \$244.00 Sheriff's Advanced Fee and publication costs.

Additional fees may apply. Sheriff's Fee is non-refundable once sale has been set.

## Required Documents:

Updated 6/23/26

**For any service not listed below, please contact our office at (208)454-7510.**

### For ALL Services, Garnishments, and Writs:

Signed Letter of Instruction to the Sheriff: (found on the CCSO website)

### For Summonses, Small Claims, Subpoenas, Orders, Notices, etc.:

1 copy for each party to be served

### For Cash Demands, Till Taps, Evictions, and Possessions:

#### 1. Writ of Execution/Restitution:

Original: 1 stamped original or electronically filed copy

Copies: 1 copy for each defendant listed on the writ and/or to be served

### For Wage and Bank Garnishments:

#### 1. Writ of Execution:

Original: 1 stamped original or electronically filed copy

Copies: 1 copy for each employer served

1 copy for each defendant listed on the writ and/or to be served

#### 2. Judgment; Original, Amended or Renewed

Copies: 1 copy for each employer served

1 copy for each defendant listed on the writ and/or to be served

#### 3. Notice of Garnishment and Interrogatories\* (Answers/Questions):

Copies: 1 copy for each employer served

1 copy for each defendant listed on the writ and/or to be served

\*Supreme Court required *Interrogatories To Garnishee* – form CAO Cv 10-13

### **MUST BE INCLUDED**

4. **Envelope:** Must supply **6X9 envelope** (no metal clasp on back) with each defendant's last known address. Please **DO NOT** provide postage

5. **Our Sheriff's Office will provide the Claim of Exemption Packet**

**Please note: We only accept writs issued within the last 12 months.**

*Public Safety, Teamwork, Community*

1203 Albany Street \* Caldwell, Idaho 83605 \* phone (208) 454-7510 \* fax (208) 454-7476 \* Website: [www.canyoncounty.id.gov/sheriff](http://www.canyoncounty.id.gov/sheriff)

Civil Email: [ccsocal@canyoncounty.id.gov](mailto:ccsocal@canyoncounty.id.gov) \* Records Email: [ccsorecords@canyoncounty.id.gov](mailto:ccsorecords@canyoncounty.id.gov)

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