

# Clark County Sheriff's Department

517 Court Street, Room 308  
Neillsville, WI 54456-1902

1-800-743-2420

715-743-5278

888-TIP-CLSO - Confidential Tip Line

715-743-4350 - FAX



## Writ Procedures in Clark County

Before the Clark County Sheriff's Department can begin process of service on any Writ, the following is required:

- \$60 advance payment
- If the Writ was filed in another county:
  - The Writ needs to be address to one of the following:
    - Clark County Sheriff's Department
    - Any Law Enforcement Agency
  - A "Transcript from Judgment" needs to be filed with the Clark County Clerk of Courts Office
- A surety bond in the amount of what the property is worth
- Cover letter stating a name and telephone number of whom to contact on behalf of the plaintiff
- Towing, moving and/or storage facility name, contact person, and telephone number of whom the plaintiff has made arrangements with

The fees associated with service of any Writs are as follows:

- \$60 per attempt, per person
- \$60 per hour for officer's time
- 42¢ per mile to execute Writ (current county rate)
- Certified mail cost, if applicable

Please make your check payable to the Clark County Sheriff's Department.

When requesting service on a Writ in Clark County, please send your information to:

Clark County Sheriff's Department  
Attention: Service of Writs – Emile J. Miller  
517 Court Street, Room 308  
Neillsville, WI 54456

If you have any questions regarding the process or rates of any of these services, please contact Emile Miller at 715-743-5278.