

DIRECTIONS TO SHERIFF
BLACK HAWK COUNTY – WATERLOO, IOWA
(CIVIL PROCESS)

Court Action Parties: _____ vs. _____

Clerk Case #: _____ County case filed in: _____

Person / Company to be served: _____

Last Name First Name Middle Name

Address to serve at: _____

Apt # City Zip Code

Cell Phone Number: _____ Other Phone Number(s): _____

If normally not at above address, may be found at: _____

City Zip Code

Employed at: _____

City Zip Code

Normal working hours: _____

Race: _____ Sex: _____ DOB: _____ SSN: _____

Height: _____ Weight: _____ Hair Color: _____ Eyes: _____

Driver's License #: _____ Vehicle Driven: _____

License Plate#: _____ Email: _____

Name of person/company requesting service: _____

Last Name First Name Middle Name

Address: _____

City State Zip Code

Phone number you can be reached at: _____

Email: _____

Advance Fee Amounts:

Writs / Garnishments \$200.00

Civil Processes \$ 80.00

Make Checks Payable to: Black Hawk County Sheriff's Office (if paying by check, refunds will be held for a minimum of 10 working days)

Any remaining funds will be mailed to the address listed above for requesting party.