



Lane County Sheriff's Office Civil Unit-FED Writ of Execution Instructions

We need the following items in order to complete the enforcement of your Writ of Execution pursuant to your eviction process:

- Original or Court Certified copy of the Writ of Execution
- Copy of your Judgment
- Copy of your proof of service of the Notice of Restitution (if the Sheriffs Office didn't serve that for you).
- Completed, signed and dated 'Instructions to the Sheriff' (attached)
- Completed 'Eviction Lock-Out Officer Safety Checklist' (attached).
- Appropriate [fees](#) for the number of defendants, mileage if applicable (attached).

Questions?

Please call our civil unit Monday-Friday, 10:00 a.m. - 4:00 p.m. At 541.682.4156

-or-

Email us at: LCSOCivilReception@lanecountyor.gov

Fax: 541.682.7451



Eviction Lock-Out Officer Safety Checklist

Lockout Location: _____

Safety Concerns:

Guns Knives Dogs Hostile Cameras Other

Other Concerns: Mental or Physical Disabilities? **D**

Explain: _____

Is Door Code needed to enter this complex? **D**

Do you plan to use a locksmith to gain entry? **D**

How many occupants do you think are living here? ____ _

Other Comments: _____
