



DELTA COUNTY SHERIFF
 RESPECT * INTEGRITY * COMPASSION
SHERIFF MARK L. TAYLOR

REQUEST FOR CIVIL SERVICE

Civil Division | 970-874-2011
 DeltaCountyCO.gov/Sheriff

INFORMATION FROM PERSON/BUSINESS REQUESTING SERVICE: ALL FIELDS MUST BE COMPLETED!

Name of Individual requesting service: _____ DOB _____

Business Name: _____

Mailing Address

Street or PO Box _____

City/State/Zip code _____ Email: _____

Telephone number(s): Home/Work _____ Cell _____

[] Please send me an Email when service has been completed. [] Please send me a Receipt via Email for my final total.

INFORMATION ABOUT SERVICE PARTY

**** WE ONLY SERVE PROCESS IN DELTA COUNTY, COLORADO. IF YOU ARE ATTEMPTING TO SERVE SOMEONE IN ANOTHER COUNTY, PLEASE CONTACT THE SHERIFF'S OFFICE IN THAT COUNTY.****

PARTY 1 TO BE SERVED:

DOB:

FULL LEGAL NAME IF KNOWN. INCLUDE ANY ALIAS/MAIDEN NAMES AS WELL.

Street Address:

Physical Address Required –NO PO BOXES

City:

Home/Cell:

Work Phone:

Place of Employment/Work Hours:

Description of Vehicles/Residence:

Best Time/Place to Serve:

PARTY 2 TO BE SERVED:

DOB:

FULL LEGAL NAME IF KNOWN. INCLUDE ANY ALIAS/MAIDEN NAMES AS WELL.

Street Address:

Physical Address Required –NO PO BOXES

City:

Home/Cell:

Work Phone:

Place of Employment/Work Hours:

Description of Vehicles/Residence:

Best Time/Place to Serve:

FEES: \$ _____

To view Civil Process Fee Schedule, please visit [DeltaCountyCO.gov /Sheriff](http://DeltaCountyCO.gov/Sheriff) and click on the "Civil Process" tab on the left. **Payment for the type of service and mileage is due at the time of request. Mileage fees are in addition to our service fee and are charged on a daily attempt basis.** We will attempt three (3) times prior to returning process and you will be charged mileage for each daily service attempt. If service is not made, a non-found fee will be applied and any overage over \$5.00 will be refunded back to you. **No refunds of less than \$5.00 will be made effective January 2023.**

Make checks payable to:

DELTA COUNTY SHERIFF'S OFFICE

555 Palmer Street | PO Box 172 - Delta, CO 81416

970.874.2000 Main
 970.874.2015 Dispatch
 970.874.2021 Detentions
 970.874.2027 Fax



555 Palmer Street
 PO Box 172
 Delta, CO 81416
 Facebook.com/DCSColorado