

**MISSOULA COUNTY SHERIFF
CIVIL PROCESS BUREAU
200 W. BROADWAY
MISSOULA, MT 59802
(406) 258-4804 or 258-4802**

**SHERIFF'S FEES FOR SERVICE OF PROCESS
(effective 07/01/2006)**

- 1) Summons & Complaint or Petition: **\$50.00 for each person or business and per each location**
- 2) Subpoena: **\$50.00 for each witness**
- 3) Small Claims: **\$50.00 for each person or business and per each location**
- 4) Court Order, Notice, Rule, letter, etc.: **\$50.00 for each person or business and per each location**
- 5) Posting Notices: **\$50.00 per notice per location** (exception: posting a set of Notices of Sheriff's Sale is included in sale process fee)
- 6) For returning a document at the request of plaintiff or plaintiff's attorney after processing, without service: **\$50.00 for each case** or pre-paid amount, whichever is greater
- 7) Writ of Execution and Attachment: **\$50.00 for each person or business and per each location**
- 8) Writ of Attachment – seizing property other than monies: **\$250.00** (includes accepting claims & undertakings), **plus \$130.00 per each additional item or parcel, plus** any service fees, filing fees, impound/storage costs &/or other outside costs incurred
- 9) Writ of Assistance: **\$50.00 for service on each person by service or posting**
- 10) Sheriff's Sale: **\$250.00** (includes preparing advertising, accepting claims & undertakings, issuing certificates & deeds), **plus \$130.00 per each additional item or parcel, plus** any service fees, filing fees, publication costs, impound/storage costs &/or other outside costs incurred
- 11) Sheriff's Deed (not in conjunction with Sheriff's Sale): **\$30.00**
- 12) Teletype fee per vehicle or item: **\$20.00 for sending and/or obtaining teletypes necessary for civil process such as vehicle/item registration and lien information**
- 13) Misc. fees (separate from any DRS service): **\$5 per Notary, \$1 per page for FAX, \$.25 per page for copies**

****** EXAMPLES FOR WRITS OF EXECUTION ******

\$ 50 for serving writ on 1 employer
\$ 50 for serving Notice of Seizure on 1 defendant
\$100 TOTAL flat fee
(includes serving Notice of Seizure on 1 employer)

\$ 50 for serving writ on 1 bank
\$ 50 for serving Notice of Seizure on 1 defendant
\$100 TOTAL flat fee