

# SHERIFF'S OFFICE

PIKE COUNTY, PENNSYLVANIA

412 BROAD STREET, SUITE 5, MILFORD PENNSYLVANIA 18337 · (570) 296-6459

## SHERIFF SERVICE PROCESS RECEIPT, and AFFIDAVIT OF RETURN

INSTRUCTIONS FOR SERVICE OF PROCESS on the reverse of the last (No. 5) copy of this form. Please type or print legibly. Do not detach any copies.

1. PLAINTIFF/S/ \_\_\_\_\_ 2. COURT NUMBER \_\_\_\_\_

3. DEFENDANT/S/ \_\_\_\_\_ 4. TYPE OF WRIT OR COMPLAINT: \_\_\_\_\_

**SERVE AT** } 5. NAME OF INDIVIDUAL, COMPANY, CORPORATION, ETC., TO SERVICE OR DESCRIPTION OF PROPERTY TO BE LEVIED, ATTACHED OR SOLD

6. ADDRESS (Street or RFD, Apartment No., City, Boro, Twp., State and ZIP Code) \_\_\_\_\_

7. INDICATE UNUSUAL SERVICE:  PERSONAL  PERSON IN CHARGE  DEPUTIZE  CERT. MAIL  REGISTERED MAIL  POSTED  OTHER

Now, \_\_\_\_\_ 20 \_\_\_\_\_, I, SHERIFF OF PIKE COUNTY, PA., do hereby deputize the Sheriff of \_\_\_\_\_ County to execute this Writ and make return thereof according to law. This deputation being made at the request and risk of the plaintiff.

SHERIFF OF PIKE COUNTY

8. SPECIAL INSTRUCTIONS OR OTHER INFORMATION THAT WILL ASSIST IN EXPEDITING SERVICE: \_\_\_\_\_

**NOTE ONLY APPLICABLE ON WRIT OF EXECUTION: N.B. WAIVER OF WATCHMAN** – Any deputy sheriff levying upon or attaching any property under within writ may leave same without a watchman, in custody of whomever is found in possession after notifying person of levy or attachment, without liability on the part of such deputy or the sheriff to any plaintiff herein for any loss, destruction or removal of any such property before sheriff's sale thereof.

9. SIGNATURE of ATTORNEY or other ORIGINATOR \_\_\_\_\_ 10. TELEPHONE NUMBER \_\_\_\_\_ 11. FAX NUMBER \_\_\_\_\_

12. Advance Costs \_\_\_\_\_ Total Costs \_\_\_\_\_ COST DUE OR REFUND \_\_\_\_\_

### SPACE BELOW FOR USE OF SHERIFF ONLY – DO NOT WRITE BELOW THIS LINE

13. I acknowledge receipt of the writ or complaint as indicated above. } SIGNATURE of Authorized PCSD Deputy or Clerk and Title \_\_\_\_\_ 14. Date Received \_\_\_\_\_ 15. Expiration/Hearing date \_\_\_\_\_

16. I hereby CERTIFY and RETURN that I  have personally served,  have legal evidence of service as shown in "Remarks",  have executed as shown in "Remarks", the writ or complaint described on the individual, company, corporation, etc., at the address shown above or on the individual, company, corporation, etc., at the address inserted below by handling a TRUE and ATTESTED COPY thereof.

17.  I hereby certify and return a NOT FOUND because I am unable to locate the individual, company, corporation, etc., named above. (See remarks below)

18. Name and title of individual served (if not shown above) \_\_\_\_\_ 19. A person of suitable age and discretion then residing, in the defendant's usual place of abode.

20. Address of where served (complete only if different than shown above) (Street or RFD, Apartment No., City, Boro, Twp, State and Zip Code) \_\_\_\_\_ 21. Date of Service \_\_\_\_\_ 22. Time \_\_\_\_\_

23. ATTEMPTS	Date	Miles	Dep. Int.	Date	Miles	Dep. Int.	Date	Miles	Dep. Int.	Date	Miles	Dep. Int.	Date	Miles	Dep. Int.
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24. TIME OF ATTEMPTS \_\_\_\_\_

AFFIRMED and subscribed to before me this _____ day of _____ 20 _____	<b>SO ANSWER.</b> By (Sheriff/Dep. Sheriff) (Please Print or Type)  Signature of Sheriff	Date  Date
Prothonotary/Deputy/Notary Public	<b>SHERIFF OF PIKE COUNTY</b>	

MY COMMISSION EXPIRES \_\_\_\_\_

I ACKNOWLEDGE RECEIPT OF THE SHERIFF'S RETURN SIGNATURE OF AUTHORIZED ISSUING AUTHORITY AND TITLE. } 39. Date Received \_\_\_\_\_