

**KERN COUNTY SHERIFF'S OFFICE  
CIVIL SECTION**

34970 McMurtrey Ave, 2<sup>nd</sup> Floor, Bakersfield, CA 93308

Mailing: PO Box 80786, Bakersfield, California 93380

**DOCUMENT REQUIREMENTS – WRIT PROCESSES**

All requests for service must be accompanied by the correct number of copies as follows:

Each wage garnishment:

- Payment for service: \$45.00
- Original Application for Earnings Withholding Order (WG-001)
- WG-035 form (if applicable)
- Original writ (manually or electronically issued)
- Writ declaration (if applicable)

Each bank/third party levy:

- Payment for service: \$50.00 (per bank)
- Original instructions-SER-001 & SER-001a
- One instruction packet per Bank
- Original writ (manually or electronically issued)
- One additional copy of the writ

Each eviction:

- Payment for service-\$180.00 (per address if not an aka or fka)
- Original instructions-SER-001 & SER-001a
- One instruction packet is required per each defendant listed on the writ.
- Original writ (manually or electronically issued)
- One additional copy of the writ

If you are re-levying or submitting further instructions on the same writ, you must submit the same number of copies as shown above.

Note: Kern County Superior Court requires that all original electronically issued writs be printed in color.