



# San Diego County SHERIFF'S DEPARTMENT

## EVICION INSTRUCTIONS TO THE SHERIFF OF SAN DIEGO COUNTY

**THIS EVICION INSTRUCTION IS MANDATORY AND NO OTHER FORM OF INSTRUCTION WILL BE ACCEPTED.**

**Failure to complete these instructions completely may result in a delay in processing the eviction**  
(The Sheriff must have original, signed instructions by the attorney or party without attorney in accordance with CCP 262 and 687.010)

**THIS INSTRUCTION IS 2-SIDED**

\_\_\_\_\_ VS \_\_\_\_\_  
 Plaintiff Defendant

\_\_\_\_\_ \_\_\_\_\_  
 Court Case Number Levying Officer File Number

**To the Sheriff:** You are hereby instructed to restore possession of the real property described in the accompanying Writ of Possession (Real Property) to the judgment creditor or their authorized agent.

1. **Property Address:** \_\_\_\_\_  
 City: \_\_\_\_\_, CA Zip Code: \_\_\_\_\_  
 Gate Code: \_\_\_\_\_  No Gate Code

2. **PERFORM EVICTION:**  As soon as possible, or  No lockout before (date): \_\_\_\_\_

3. **Creditor's Agent** (to contact with eviction time):  
 Name: \_\_\_\_\_ Daytime Phone: ( ) \_\_\_\_\_ Ext: \_\_\_\_\_

4. **OFFICER SAFETY QUESTIONS:** Are you aware of any of the following officer safety concerns in regards to the tenants?

A. Drugs or Alcohol?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Drugs <input type="checkbox"/> Alcohol <input type="checkbox"/> Both
B. Mental Health?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
C. Criminal History?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
D. Gang Member/Parole/Probation?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Gang Member <input type="checkbox"/> On Parole/Probation
E. Weapons?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Guns <input type="checkbox"/> Knives <input type="checkbox"/> Other
F. Violent?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
G. Military or Security Experience?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Military <input type="checkbox"/> Security
H. Dogs?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify:
I. Security Cameras or Alarms?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Cameras <input type="checkbox"/> Alarms
J. Elderly or Disabled Tenant?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Specify: <input type="checkbox"/> Elderly <input type="checkbox"/> Disabled
K. Other:		

**CONTINUED ON REVERSE SIDE**

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5. **TENANT INFORMATION:** Complete for all tenants named on the writ. (Attach an additional page if necessary)  
It is not necessary to list "All Unknown Occupants".  
***Not providing a DOB may result in a delay in the eviction process.***

Tenant's Name:	Tenant's Date of Birth (DOB) A date of birth <b>MUST</b> be provided, or if the DOB is unknown; you must provide the approximate age and race of the tenant
A.	
B.	
C.	
D.	
E.	
F.	

6. Is this eviction resulting from a foreclosure sale of a rental housing unit?  Yes  No  
**Note:** Pursuant to California Code of Civil Procedure Section 415.46, a tenant of property that was the subject of a foreclosure action may have additional remedies in eviction proceedings. Falsely misrepresenting whether this eviction is resulting from a foreclosure may subject you to civil and/or criminal liability for fraud.

7. Is the real property that is the subject of this eviction (Unlawful Detainer) non-residential real property?  Yes  No  
 If Yes, answer question A.  
 If No, skip to question 8

A. Was the lease terminated after the expiration of the stated term of the non-residential real property lease?  Yes  No  
 Skip to question 9 after answering.

8. Does this eviction (Unlawful Detainer) involve a foreclosure of a lien on residential real property?  Yes  No  
 If Yes, answer question A.  
 If No, skip to question 9.

A. Is the former owner of the residential real property occupying the property that is the subject of this eviction (Unlawful Detainer)?  Yes  No

9. Is the debtor residing on the real property under a lease or rental agreement (either verbal or written)?  Yes  No  
*If Yes, please attach evidence of the rental agreement. Such evidence may include, but is not limited to, a copy of a written rental agreement, receipts or cancelled checks indicating payment, or a rental application completed by the debtor. If you do not have any evidence to substantiate the existence of a rental agreement, you may submit an affidavit, signed under penalty of perjury, setting forth the details of the rental agreement.*

**The Sheriff's Department DOES NOT guarantee service.**  
**The Sheriff's Department is entitled to its fees whether the service is completed or not. (California Government Code 26738)**  
*All communications and refunds will be made to the name and address listed below.*

Party without attorney (or attorney) requesting service:	
Address:	City:
State:	Zip Code:
Telephone: (      )	
Fax: (      )	Email:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_