



OFFICE OF  
Gary Simpson

## KITSAP COUNTY SHERIFF

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### WRIT OF EXECUTION - PERSONAL PROPERTY - TILL TAP

Need from Plaintiff/Attorney

1. Need 3 **certified** copies of the Original Writ.  
The language within the body of the writ must be specific:
  - a) Define the business or person to be tapped and their location.
  - b) Order that money of the business be seized and turned into the court.
  - c) The Writ should identify the exact equipment to seize the currency from, such as a cash register, safe, lock box, tip jar, etc, though it may be difficult to limit the action to specific equipment types.
  - d) The writ or attorney may direct those multiple attempts be made during the life of the writ to satisfy the judgment.
  - e) If the plaintiff wants break and enter language, we require either a separate Break and Enter Order signed by the judge, or appropriate language in the Order to Issue the Writ signed by the judge and in the Writ.
2. Need a copy of the judgment.
3. Need a copy of the Order to Issue the Writ, signed by the judge.
4. Sheriff's Indemnity Bond: determined on a case-by-case basis.
  - a) Indemnifies the Kitsap County Sheriff.
  - b) Bond is for the Writ of Execution.
  - c) Signed by principal or his agent, and the Attorney in fact.
  - d) Court and cause number.
3. Letter of instruction:
  - a) Name and address of defendant (s).
  - b) Address where the currency is located.
4. Advance Fees: Determined on a case-by-case basis