



Updated January 2015

EVICTION GUIDELINES

Landlord/Agent Responsibilities:

1. The landlord/agent must meet the deputy at the property on the scheduled date/time and be *completely prepared to proceed* with the eviction. Please wait for arrival of deputy before entering property.
2. The landlord/agent must provide bags/boxes to package tenant property for removal. We recommend heavy duty 3 ml. construction plastic bags.
3. The landlord/agent must provide enough manpower to remove the property within ***one hour***. **Failure to provide adequate labor to remove property within the one hour time frame may result in cancellation and or postponement of eviction by the deputy.**
4. Any questions regarding storage of property and landlord liens must be handled through your attorney. Colorado State Statute 30-10-520 strictly prohibits deputies/Sheriff's Office staff from giving legal advice.
5. Vehicles on private property are the responsibility of the property owner.
6. The landlord/agent should be prepared to change locks at time of eviction.
7. Local animal control will be contacted regarding abandoned animals/pets.
8. EVICTION DATES AND TIMES ARE SUBJECT TO CHANGE.

Sheriff's Office Responsibilities:

1. The deputy will stand by to keep the peace and restore premises to landlord/agent.
2. The deputy will supervise the move out and see that it is accomplished in a peaceful manner.
3. The deputy will oversee the move out for one hour (1 hour).
4. No refunds will be given after notice of action has been served on Defendant.

Eviction information can be found on our web site

www.weldsheriff.com under the Civil section or by calling (970) 356-4015 x 3051 for a recorded explanation of the process.

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