



Sheriff's Mandatory Data Form

An incomplete data form may prevent or delay scheduling your eviction.
Writs cannot be served without 24 hour property access.
Key/card/access code must be provided to secured access properties.
Form must be completed by the owner, landlord or property manager.

Clallam County Superior Court case no.: _____

Check all that apply:

- Commercial
 Residential
 Sublet
 Post Foreclosure
 Mobile Home

24 hour Contact person or Landlord (person with whom the detective will coordinate the eviction):

Name: _____ Cell (mandatory): _____

Direct Office phone: _____ Ext.: _____

E-mail (mandatory): _____

Eviction property address (include complex or business name as it appears on property & zip code):

Is this a secured building? Yes No If yes, key or entry code required: _____

Is there on-site management? Yes No Management office hours: _____

Tenant Information

Please list the full names and dates of birth for the tenants and others known to be residing at this property.

Full name (First, Middle, Last):	Date of birth, driver's license # or state ID#:	Contact phone number(s) for tenant:

Number of children and approximate ages:

Hazard Information

To the best of your knowledge, answer the following:

- Have police ever responded to the property? Yes No
 Do tenants have suspected mental health issues? Yes No
 Suspected drug activity? Yes No
 Threats or acts of violence? Yes No
 Suspected weapon(s) at property? Yes No

Reason(s) for the eviction:

[Redacted area]

Are there any detached storage units or garages? Yes No

List types of pets known to be living at the residence:

[Redacted area]

Do the tenants have any disabilities/mental health conditions that will require special accommodations?

Yes No

If yes, please include other agencies to be contacted, caseworker's name:

[Redacted area]

Any additional information:

[Redacted area]

Form completed by:

Are you the person with firsthand knowledge of the tenants? Yes No

[Redacted area]

Print name

[Redacted area]

Date

Declaration

Under penalty of perjury, I declare as follows:

I am the on-site property manager/representative with firsthand knowledge of the property and tenants. I have conducted a diligent search for the information the Sheriff has requested to identify the persons to be evicted. I have been thorough in documenting my knowledge of the tenants and any known hazards."

Dated this _____ day of _____ 20____, at _____ (city), Washington.

[Redacted area]

Signature

[Redacted area]

Print name