



San Luis Obispo County Sheriff's Office



Civil Division

CIVIL BENCH WARRANT INSTRUCTIONS

COURT # _____

CIVIL BENCH WARRANTS
ORDER OF EXAMINATION

RE: _____, Defendant

CCP 491.160 – 708.170

You are requested to complete and sign this form and return it with appropriate fee(s) immediately to the Court Clerk's Office or Sheriff's Civil Division Office as directed. The bench warrant will be sent by the court to the Sheriff's Office, who will then activate the warrant only after receipt of the bench warrant, this form, and fees.

DEFENDANT INFORMATION

NAME: _____ AKA: _____

RESIDENT ADDRESS: _____ PH#: _____

CITY: _____ ZIP: _____

BUSINESS ADDRESS: _____ PH#: _____

CITY: _____ ZIP: _____

RACE: _____ SEX: _____ DATE OF BIRTH OR AGE: _____

HEIGHT: _____ WEIGHT: _____ HAIR: _____ EYES: _____

DRIVERS LICENSE #: _____ SS #: _____

Should a financial agreement be reached between yourself and the defendant, please contact the Sheriff's Civil Division immediately so that the bench warrant can be stopped. *Failure to do so may result in a false arrest report and possible legal action against you.*

PLAINTIFF'S AUTHORIZATION

YOUR NAME: _____ PHONE #: _____

ADDRESS: _____

CITY: _____ ZIP: _____

SIGNATURE: _____ DATE: _____

The defendant may be notified of the warrant by mail at the address provided with instructions on posting bail. Upon receipt of bail, the defendant will be given a new court date. You will be notified in time to allow for you or your representative to appear at the hearing.

Should you have a question, please contact the Sheriff's Civil Division:

San Luis Obispo County Sheriff's Civil Division

1050 Monterey St., Room 236

San Luis Obispo, CA. 93408

(805) 781-5484

Fees: (\$50.00) Each Civil Bench Warrant
(GOVT Code 26744)

Make checks payable to:

SLO County Sheriff's Office