

- You need to have picture ID (Washington State--or current State of residence--Drivers License or ID card)

There is a fee of \$48.00 (exact change required when paying in cash, check made to the order of KCSO, Credit, or Debit).

If you meet these requirements you may complete an application for a license. Applications may be obtained at the Sheriff's Office between 9 am and 5 pm, Monday through Friday, except holidays.

Payment will be required at the time you turn in the application and are fingerprinted. This payment (by RCW) is non-refundable in the event you are denied a license.

Renewals

If you are a resident of Kittitas County and wish to renew your Concealed Pistol License, you may do so between 9 am and 5 pm, Monday through Friday, except holidays.

Your license may be renewed up to 90 days prior to the expiration date through 90 days after the expiration date. If you apply on or before the expiration date, the non-refundable fee is \$32. If you apply after the expiration date, the non-refundable fee is \$42. Exact change required when paying in cash, check made to the order of KCSO, Credit, or Debit. You will need to bring your current license and picture ID (Washington State (or current State of residence) Drivers License or ID card)).

Replacement Concealed Pistol License

If your concealed pistol license was issued by the Kittitas County Sheriff's Office and has been lost, stolen or destroyed, you will need to obtain a replacement license. This can be done in person only. Please bring picture ID (Washington State (or current State of residence) Drivers License or ID card). There is a non-refundable \$10 replacement fee (exact change required when paying in cash, check made to the order of KCSO, Credit, or Debit).

Service of Civil Process

There are fees related to the Service of Civil Process. For information regarding these fees and the procedure for Service of Civil Process you may inquire at the Kittitas County Sheriff's Office, Civil Division, 9 am to 5 pm, Monday through Friday, except holidays; or call 962-7525.

Sheriff's fees

**CIVIL FEES, KITTITAS COUNTY SHERIFF'S OFFICE
EFFECTIVE OCTOBER 6, 2016
KITTITAS COUNTY RESOLUTION NO: 2016-122**

Payment MUST be in exact change, the Sheriff's Office CAN NOT make change.

NOTICE: Beginning September 21, 2016, the Sheriff's Office will be accepting debit and credit cards for civil and records division transactions. The current fee schedule is shown below. We will also continue to accept exact cash and checks.

GOVPAYNET INTERNET PAYMENT SERVICE FEES (debit and credit cards)

\$0.01 - \$50.00	} KCSO will change the fees for credit & debit transactions to correspond with changes to the fees made by GovPay.	\$1.50
\$50.01 - \$75.00		\$1.75
\$75.01 - \$100.00		\$3.00
\$100.01 - \$150.00		\$5.00
\$150.01 - \$200.00		\$7.00
For each additional increment of \$50.00, or portion thereof, add \$1.75		

ATTACHMENT, WRIT OF - PERSONAL PROPERTY

* Levy (per hour)	\$50.00 \$63. ⁰⁰
* Serve (each defendant)	25.00 \$35. ⁰⁰
Return to Court	10.00
Mileage (per mile; minimum \$10)	0.50

ATTACHMENT, WRIT OF - REAL PROPERTY

* Levy (per hour)	\$50.00 \$63. ⁰⁰
Notice of Levy	1.00
Filing with Auditor	20.00
* + Auditor's filing fee (actual cost)	Actual cost
* Serve Defendant (if required)	25.00 \$35. ⁰⁰
Return to Court	10.00
Mileage (per mile; minimum \$10)	0.50

CRIMINAL HISTORY RECORD CHECK

\$15.00

CONCEALED PISTOL LICENSES

Original (\$36 plus \$12 FBI fingerprint processing fee)	\$48.00
Renewal	32.00
Late Renewal (\$32 plus \$10 late fee)	42.00
Replacement (lost or damaged)	10.00

COPYING OF DOCUMENTS AND MATERIALS

Insufficient copies received for service, first page	\$2.00
Each additional page	1.00
Reproduction of audio, visual, or photographic materials	time & mat'ls

DEED \$50.00

EXECUTION, WRIT OF - PERSONAL PROPERTY

Levy (per hour)	\$50.00 \$63.00
Notice of Sale (+copies - first copy)	1.00
additional copies	0.50
Posting EACH Notice	15.00
Conducting Sale (per hour)	40.00 \$63.00
Bill of Sale	50.00
Return to Court	10.00
Serve Defendant	25.00 \$35.00
Serve Notice (Defendant)	25.00 \$35.00
Postponement (EACH Notice)	15.00
Mileage (per mile; minimum \$10)	0.50
Mailing	actual cost

↗ Add up-front fee of \$500.00 to cover the initial costs of EXECUTION, WRIT OF - ORDER OF SALE REAL PROPERTY required advertising.

Levy (per hour)	\$50.00 \$63.00
Notice to Publisher + cost to publish in newspaper of record	1.00 + \$x
Filing with Auditor	20.00
+ Auditor's filing fee (actual cost)	Actual cost
Notice of Sale (plus copies)	2.00
Conducting Sale (per hour)	40.00 \$63.00
Certificate of Sale	50.00
Return to Court	10.00
Posting of Notice (each)	15.00
Affidavit of Posting	7.00
Postponement (each notice)	15.00
Mileage (per mile; minimum \$10)	0.50
Mailing	actual cost

↗ Add up-front fee of \$1,000.00 to cover the initial costs of required advertising.

FINGERPRINTING

Non-criminal purpose, up to TWO (2) sets	\$10.00
Each additional set after first two	3.00

GARNISHMENT, WRIT OF

✗ Serve, Garnishee	\$25.00 \$35.00
Return to Court	10.00
✗ Serve Defendant (if required)	25.00 \$35.00
Mileage (per mile; minimum \$10)	0.50
Mailing	actual cost

HABEAS CORPUS, ORDER TO ASSIST, ETC.

✗ Service ONLY	\$25.00 \$35.00
✗ Execution of (per hour)	50.00 \$63.00
Return to Court	10.00

MILEAGE FEES

Charged for EACH mile actually & necessarily traveled in going to or returning from any place of service or attempted service. Ten dollar minimum charge.

NOTARIZING DOCUMENTS

\$5.00

POSTAGE

Actual cost of postage for any mailing required by statute, including regular, certified or registered mail.

REDEMPTION

✗ Serve Notice/Intent	\$25.00 \$35.00
Certificate/Redemption	50.00
Copies supplied (per statute)	---

REPLEVIN, WRIT OF - AFFIDAVIT, CLAIM & DELIVERY

✗ Serve Defendant w/Writ and/or Affidavit & Bond	\$25.00 \$35.00
✗ Serve Summons & Complaint (one)	20.00 \$30.00
✗ Serve Summons & Complaint (two or more)	25.00 \$35.00

<input checked="" type="checkbox"/> Levy (per hour)	50.00	\$63.00
Return to Court	10.00	
Mileage (per mile; minimum \$10)	0.50	

RESTITUTION, WRIT OF, and/or ASSISTANCE

<input checked="" type="checkbox"/> Service w/o aid of County (Posting)	40.00	\$50.00
<input checked="" type="checkbox"/> Service w/ aid of County (Ousted & Ejected)	60.00	\$70.00
<input checked="" type="checkbox"/> Cost per hour after first hour	50.00	\$63.00
Return to Court	10.00	
Mileage (per mile; minimum \$10)	0.50	

SERVICE, SUMMONS & COMPLAINT, NOTICE & COMPLAINT, SUMMONS & PETITION, NOTICE OF SMALL CLAIM

<input checked="" type="checkbox"/> Serve ONE (1) defendant	\$20.00	\$30.00
<input checked="" type="checkbox"/> Serve TWO (2) or more (same address)	25.00	\$35.00
Return of service	10.00	
Non-Resident returns	10.00	
Notary fee	5.00	
Mileage (minimum \$10)	0.50	

SERVICE OF ALL OTHER DOCUMENTS & SUPPORTING PAPERS FOR WHICH NO FEE IS PROVIDED HEREIN

<input checked="" type="checkbox"/>	25.00	\$35.00
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SUBPOENAS

<input checked="" type="checkbox"/> Serve - EACH	25.00	\$35.00
Return to Court	10.00	
Mileage (per mile; minimum \$10)	0.50	

WARRANTS

<input checked="" type="checkbox"/> Serve - EACH	50.00	\$63.00
Return to Court	10.00	
Mileage (per mile; minimum \$10)	0.50	