

**Office of the Sheriff**  
KANE COUNTY, ILLINOIS

**PATRICK B. PEREZ**  
Sheriff



**Kane County Sheriff's Office**  
37W755 IL Route 38, Ste. A  
St. Charles, Illinois 60175

**Civil**  
630-208-2013

**Civil Fax**  
630-513-6984

[www.kanesheriff.com](http://www.kanesheriff.com)

**DAVID E. WAGNER**  
Undersheriff

**Eviction Fee / Rule Schedule**

**Eviction Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **AM /PM Eviction #** \_\_\_\_\_

Service of Process fee in addition to below .....See fee sheet  
Scheduling fee and 1<sup>st</sup> hour of eviction (Non-refundable).....\$88.00 plus mileage.  
Anything over first hour can be charged by minimum of ¼ hour.....\$88.00 per hour.

**Note:** The eviction may be cancelled for any reason prior to the scheduled time, with no additional fees assessed. Cancellation can be done 24 hours a day, 7 days a week by calling (630) 208-2013 and giving the Sheriff's Office the proper eviction number or other identifying information.

**Eviction Guidelines**

The following guidelines are to be followed to accomplish an eviction with the Kane County Sheriff's Office.

1. When the owner, landlord or agent sets an eviction date with the Kane County Sheriff's Office they will be issued an eviction number, (see above right). The eviction number and the date of the eviction will not be given out to defendants or their attorney.
2. The owner, landlord or agent must remove every item of personal property from the premises. In order to accomplish this task; the Sheriff's Office requires three able-bodied people to move the contents of an apartment and four to five able-bodied people to move the contents of a house. Circumstances may require more able-bodied people.
3. The Sheriff's Office requires that the plaintiff place all the defendants' personal property on the parkway or tree bank. Using heavy plastic sheeting or any other suitable material to be placed under and over the defendants personal property. Smaller items will placed in plastic bags. If an apartment complex has no parkway or tree bank, the plaintiff will use a designated area of the parking lot. Non-operating or non-registered vehicles will be removed at the expense of the Landlord.
4. The Kane County Sheriff's Deputies are there in a Court eviction / peacekeeping capacity only.  
**DEPUTY WILL NOT ASSIST MOVING ANY PROPERTY**
5. To insure the plaintiff remains in possession of the premises, we encourage the lock(s) be changed at the same time the eviction is taking place. All personal property must be removed before locks are changed. Once possession of the premises has been turned over to the plaintiff, the Kane County Sheriff's Office will no longer be responsible for any further action.

**If you have any questions, problems or concerns and wish to speak with someone please call the Kane County Sheriff's Office.**