LANDLORD/TENANT EVICTION (Count I) WRIT OF POSSESSION FLOWCHART

POST/HAND DELIVER 3-DAY NOTICE

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WAIT 3 WORKING DAYS

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FILE EVICTION COMPLAINT AND SUMMONS FOR SERVICE WITH THE CLERK'S OFFICE

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WAIT 5 WORKING DAYS AFTER SERVICE OF SUMMONS

NOTE FOR COUNT II: YOU MUST WAIT 20 DAYS FROM THE DATE OF PERSONAL SERVICE TO ALLOW THE DEFENDANT TIME TO RESPOND TO ANY CLAIM FOR DAMAGES. ADDITIONAL STEPS AND DOCUMENTS ARE REQUIRED TO OBTAIN A JUDGMENT FOR DAMAGES, IN ADDITION TO THE JUDGMENT AND WRIT OF POSSESSION.

NO ANSWER FROM TENANT

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FILE WITH THE CLERK'S OFFICE:
- PROOF OF SERVICE
- CLERK'S MOTION FOR DEFUALT
- NON-MILITARY AFFIDAVIT

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MONITOR YOUR CASE.
ONCE A DEFAULT HAS BEEN ENTERED, FILE WITH THE CLERK'S OFFICE:
- MOTION FOR FINAL JUDGMENT OF POSSESSION/EVICTION
- PROPOSED FINAL JUDGMENT (ONLY IF ATTACHED TO A NOTICE OF FILING)
- WRIT OF POSSESSION

TENANT RETAINS AN ATTORNEY

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YOU MAY WANT TO SEEK LEGAL ADVICE

TENANT COMPLIES WITH SOME REQUIREMENTS

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FILE WITH THE CLERK'S OFFICE:
- PROOF OF SERVICE
- CLERK'S MOTION FOR DEFUALT
- NON-MILITARY AFFIDAVIT

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MONITOR YOUR CASE.
ONCE A DEFAULT HAS BEEN ENTERED, FILE WITH THE CLERK'S OFFICE:
- MOTION FOR FINAL JUDGMENT OF POSSESSION/EVICTION
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- WRIT OF POSSESSION

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JUDGE SETS HEARING

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TENENT COMPLIES WITH ALL REQUIREMENTS

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SUBMIT REQUEST FOR HEARING IN WRITTING WITH CLERK'S OFFICE

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HEARING IS HELD

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JUDGE DENIES EVICTION OR MAY REQUEST ADDITIONAL STEPS TO BE TAKEN

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YOU MAY WANT TO SEEK LEGAL ADVICE

- FINAL JUDGMENT IS SIGNED
- WRIT OF POSSESSION ISSUED BY CLERK

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PICK UP THE ISSUED WRIT FROM THE CLERK'S OFFICE.

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TAKE THE WRIT TO THE SHERIFF'S OFFICE WITH THE REQUIRED PAYMENT

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SHERIFF REMOVES TENANT FROM PROPERTY