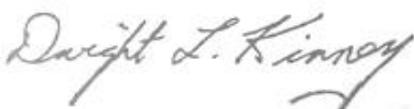


TAYLOR COUNTY CONSTABLE OFFICE PCT. 1

RULES FOR WRIT OF POSSESSION

1. THE PLAINTIFF IS RESPONSIBLE FOR FURNISHING **A MOVING CREW IN ORDER TO ACCOMPLISH A MOVE WITHIN A TWO HOUR TIME SPAN.**
2. **IF WRIT OF POSSESSION RUNS OVER 2 HOURS YOU WILL BE CHARGED \$80.00 PER HOUR (MINIMUM OF 2 OFFICERS REQUIRED) UNTIL THE WRIT IS COMPLETED.**
3. IF YOU AND YOUR CREW ARE **MORE THAN 15 MINUTES LATE** THE WRIT OF POSSESSION WILL BE RESCHEDULED FOR THE NEXT AVAILABLE OPENING
4. PLAINTIFF IS ALLOWED **1 RESCHEDULE**. PAPERS WILL BE SENT BACK TO THE ISSUING COURT. (**\$155.00 COST TO REISSUE THROUGH COURT**)
5. A POSSESSION **WILL NOT BE EXECUTED IF IT IS RAINING, SLEETING, OR SNOWING.** (NO EXCEPTIONS).
6. THE LANDLORD OR THEIR REPS. **WILL NOT ENTER THE PREMISES AND START MOVING OR PACKING UNTIL THE OFFICER CHECKS THE PREMISES.** (IF THE PREMISES HAVE ALREADY BEEN ENTERED AND ITEMS HAVE ALREADY BEEN MOVED OR PACKED THE OFFICER WILL LEAVE AND THE WRIT WILL BE RETURNED UNSERVED.)
7. THE OFFICER EXECUTING THE POSSESSION IS IN CHARGE. HE WILL DETERMINE HOW, WHEN THE POSSESSION WILL BE CONDUCTED AND WHERE THE ITEMS THAT ARE BEING REMOVED WILL BE PLACED.
8. IF THE OFFICER HAS ANY QUESTIONS ABOUT SOMETHING, HE WILL CONTACT A SUPERVISOR AND THE SUPERVISOR WILL MAKE THE DECISION.
9. THE PLAINTIFF **WILL FURNISH BOXES AND OR BAGS** TO PLACE LOOSE ITEMS IN TO BE PLACED OUTSIDE OF THE PREMISES.
10. ALL ITEMS ON THE PREMISES **WILL** BE REMOVED AND PLACED AT A LOCATION APPROVED BY THE OFFICER. (**ALL ITEMS MEANS JUST THAT – EVERYTHING.**)
11. PLACE PERSONAL PROPERTY OUTSIDE THEIR PREMISES AT A NEARBY LOCATION BUT NOT BLOCKING A PUBLIC SIDEWALK, PASSAGEWAY, ALLEY OR STREET.
12. ITEMS SUCH AS **PRESCRIPTION DRUGS, HAZARDOUS MATERIAL, GUNS, AMMUNITION, ETC....** SHOULD NOT BE PLACED OUTSIDE THE PROPERTY. OFFICER WILL ADVISE REPRESENTATIVES THAT OUR OFFICE WILL TAKE INTO CUSTODY ANY OF THESE ITEMS.
13. ONCE ALL PERSONAL PROPERTY HAS BEEN MOVED OUTSIDE, THE WRIT HAS BEEN EXECUTED AND IS OVER; **IT IS THE LANDLORD OR MORTGAGE COMPANY'S RESPONSIBILITY TO REMOVE THE PROPERTY. FAILURE TO REMOVE PROPERTY COULD RESULT IN THE CITY OF ABILENE CODE ENFORCEMENT STARTING THE PROCESS OF A CODE VIOLATION.**

IF YOU HAVE ANY QUESTIONS THAT ARE NOT ANSWERED IN THE ABOVE SET OF RULES PLEASE DON'T HESITATE TO CALL (325)674-1319



**DWIGHT KINNEY
CONSTABLE**



**LONNIE POLSTON
LIEUTENANT**