

THE MISSOURI SHERIFFS' ASSOCIATION



CIVIL PROCESS FOR DEPUTIES

KNOW THE PROCESS.
SERVE WITH CONFIDENCE.

OCTOBER 19, 2026

1:00PM - 5:00PM | LIVINGSTON COUNTY

POST CLEE CREDITS
• 4 HOURS LEGAL STUDIES



POST #31972

REGISTRATION:

YOU CAN REGISTER ONLINE AT:
mosheriffs.com/events/category/training
OR **SCAN THE QR CODE ABOVE.**

COST:

CONTRACTED AGENCY: **FREE**
NON-CONTRACTED AGENCY: **\$50**

REFUND POLICY:

50% REFUND IF CANCELED WITHIN 48-HOURS
BEFORE CLASS. **ALL COST DUE IF NOT.**

LOCATION:

CHILLICOTHE POLICE DEPARTMENT
624 CHERRY STREET
CHILLICOTHE, MO 64601

DEADLINE: OCTOBER 14, 2026

COURSE SUMMARY

Civil process is a critical responsibility of the sheriff's office. Deputies must understand proper service requirements, accurately document their actions, and carry out court orders while maintaining safety, professionalism, and neutrality.

This practical course will help deputies better understand common civil process assignments, recognize potential problems, and confidently handle situations they may encounter in the field.

WHAT PARTICIPANTS WILL TAKE AWAY

Participants will leave with a stronger understanding of proper service procedures, documentation requirements, enforcement of court orders, and the deputy's authority and responsibilities.

The course will also provide practical guidance for avoiding common errors, reducing liability, communicating professionally, and safely handling difficult civil process assignments.

ACCURATE SERVICE. PROFESSIONAL CONDUCT. CONFIDENT DEPUTIES.

TOPICS INCLUDE:

- Serving summonses, subpoenas, and notices
- Personal, substitute, and abode service
- Locating and identifying the proper person
- Completing returns of service
- Dealing with evasive or uncooperative individuals
- Writs of execution and property seizures
- Writs of replevin and recovery of property
- Evictions and possession orders
- Officer safety and liability concerns
- Professional communication during civil disputes
- Common mistakes that may invalidate service

STATE LICENSED • PROFESSIONAL STAFF • STATEWIDE TRAINING