



# Office of the Sheriff Hampden County

95 Liberty Street  
P.O. Box 5005  
Springfield, MA 01101-5005



Nicholas Cocchi  
Sheriff

Robert Hoffman Jr.  
Chief Deputy

(413) 732-5772

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

Process Division  
Fax (413) 733-6933  
(800) 423-5005

14/30 Day Notices \$12.00/person (mileage added if address beyond 20 miles of Springfield)  
Summary Process \$33.00 per person plus mileage

## EVICITION POLICY

Once an "Execution for Possession" has been issued, the landlord has the following options:

"Talk-Out" \$100.00

Under this option, the landlord will pay \$100.00 for one of our Deputy Sheriffs to attempt to have the Defendant(s) move out of the dwelling on their own. This option provides two trips to the location by a Deputy Sheriff. If the landlord feels that the tenant(s) may move out of the unit after speaking with or receiving written notice from one of our Deputies, this option may be beneficial to the landlord. It has been our experience that 80-85% of Defendants move out of the dwelling following our "Talk-Out."

Eviction \$250.00 (+\$6.56/Certified Mail, if necessary)

If you feel that the above "talk-out" option will not cause the tenant(s) to vacate your unit, you may proceed directly to an eviction. The following steps occur during the eviction process:

1. The presentation of the original Execution to our office along with a check in the amount of \$256.56, made payable to "Office of the Sheriff."
2. Following the presentation of your Execution as well as payment for \$256.56, you then must hire a licensed, bonded moving company in order that they may accompany our Deputy Sheriff to the eviction. The licensed and bonded movers who perform eviction work within our county are:

A-Z Moving and Storage  
380 Union Street  
West Springfield, MA  
736-4440

Race Street Properties  
460 Race Street  
Holyoke, MA  
534-3505

Shtarker Moving  
203 Circuit Ave.  
West Springfield, MA  
781-3618

3. Following your payment to one of the moving companies, the moving company will contact the Sheriff's office and inform us of your payment.
4. Following notification from the moving company, the Sheriff's office will contact you with the date and time of the scheduled eviction. Once the eviction has been scheduled, a "Notice of Scheduled Eviction" will be served to the defendant. This notice shall include the date and time of the eviction.
5. On the date and time of the eviction, you or your representative shall meet us at your property in order to allow us to gain entry. At this time you or your representative will have the opportunity to change the locks and/or secure your property.
6. Please note that your initial payment of \$250.00 is for the first two hours of the eviction. In the event the Deputy Sheriff is on-site for more than two hours, additional time will be charged at \$50.00 per hour. Once the 48-hour notice has been served, the \$250.00 fee is non-refundable.

### Commonwealth of Massachusetts • County of Hampden

Serving the Cities and Towns of: Agawam, Blandford, Brimfield, Chester, Chicopee, East Longmeadow, Granville, Hampden, Holland, Holyoke, Longmeadow, Ludlow, Monson, Montgomery, Palmer, Russell, Southwick, Springfield, Tolland, Wales, Westfield, West Springfield, Wilbraham