

Clinton County Sheriff's Office
25 McCarthy Drive
Plattsburgh, NY 12901
Civil Division 518-565-4320
Normal Business Hours are M – F / 9am – 5pm / Closed Holidays

EVICTIION CANCELLATION FORM

“PHONE CALL CANCELLATIONS WILL NOT BE ACCEPTED”

All cancellation notices must be hand delivered to the Sheriff's Office Civil Division during normal business hours and at least (24) hours prior to the scheduled eviction time. PARTIAL REFUNDS OF SERVICE FEES WILL NO LONGER BE ISSUED. Proper Identification and Affiliation with the Landlord/Petitioner must be provided.

Landlord/Petitioner: _____

Tenant/Respondent: _____

Address of Eviction: _____

Date/Time of Eviction: _____

I, _____, the Landlord/Petitioner/Designee in the above entitled proceeding do hereby request that the Warrant of Eviction submitted by me, in the above titled action, be withdrawn and that you take no further enforcement action in this matter.

Signature: _____

Office Use

I.D. of requesting individual confirmed by: _____

Date: _____ Time: _____ Received