

DON'T JUST TAKE OUR WORD FOR IT...

"I have been dealing with the Middlesex Sheriff's Office Civil Division for over 25 years and they have always been very professional. Their service is courteous and quick, and I appreciate their work."

- Barry Altman, Esq.

"There is only efficiency and competency, combined with legal knowledge when dealing with the Middlesex Sheriffs...all the time and everytime."

- Jordan Shapiro, Esq.

"We can depend on both the Sheriffs and the administrative staff. They're timely, accurate and meet our needs."

- Adam Olshan

Law Offices of Howard Lee Schiff, P.C.

"If not for [their] tenacity, I believe my case would not have been resolved so quickly and efficiently."

- David M. Yogel

President R.J. Realty Management L.L.C.

MIDDLESEX SHERIFF'S OFFICE CIVIL PROCESS DIVISION

Main Office

271 Cambridge Street

P.O. Box 410180

Cambridge, MA 02141

Tel: 617-547-1171, Fax: 617-868-7244

Communities Served: Arlington, Belmont, Cambridge, Everett, Lexington, Lincoln, Malden, Medford, Melrose, Newton, North Reading, Reading, Somerville, Stoneham, Wakefield, Waltham, Watertown, Winchester, and Woburn

Northern Middlesex

321 Central Street

P.O. Box 7135

Lowell, MA 01852

Tel: 978-452-3221, Fax: 978-454-9600

Communities Served: Ashby, Ayer, Bedford, Billerica, Burlington, Carlisle, Chelmsford, Dracut, Dunstable, Groton, Littleton, Lowell, Pepperell, Shirley, Tewksbury, Townsend, Tyngsboro, Westford, and Wilmington

Western Middlesex

188 Concord Street

P.O. Box 827

Framingham, MA 01701

Tel: 508-872-3110, Fax: 508-872-3664

Communities Served: Acton, Ashland, Boxborough, Concord, Framingham, Holliston, Hopkinton, Hudson, Marlborough, Maynard, Natick, Sherborn, Stow, Sudbury, Wayland, and Weston



Civil Process Division

Sheriff Peter J. Koutoujian

MESSAGE FROM MIDDLESEX SHERIFF

PETER J. KOUTOUJIAN



As a former prosecutor and practicing attorney, I know the importance of preserving and safeguarding due process.

As Sheriff of Middlesex County, it is my honor to provide the citizens of the Commonwealth with the means for ensuring that justice is swift, fair and efficient. We do this through the Middlesex Sheriff's Office Civil Process Division.

The Civil Process Division is dedicated to assisting attorneys by executing court documents and notifying parties involved in a timely manner in an effort to keep the wheels of the court system moving efficiently. This division of highly trained deputies delivers writs, precepts and other court documents with precision, accuracy and unwavering professionalism.

In 2013 alone, we disseminated more than 39,000 legal papers; most of which were received, processed, served and returned to the attorney within five days. In addition, our Civil Enforcement Deputies can enforce judgments by performing arrests, seizures and sales.

The Civil Process Division maintains several offices throughout Middlesex County: our main office in Cambridge and two satellite offices in Lowell and Framingham.

If you are a practicing attorney, I invite you to take a closer look at what our Civil Process Division can do for you.

A handwritten signature in blue ink, appearing to be 'P. Koutoujian'.

WHY CHOOSE MSO CIVIL PROCESS?

Unlike private firms, the Middlesex Sheriff's Office Civil Process Division is an independent agency of the Commonwealth of Massachusetts.

- We are fully insured by the state, lowering the risk of liability for your business.
- We are not restricted by what types of judicial papers we can serve.
- We can come to you, reducing travel time and increasing productivity.
- Our offices are strategically located throughout Middlesex County, reducing processing time and yielding results quickly for your business.

WHAT TO EXPECT

The Middlesex Sheriff's Office has been the chief law enforcement agency in Middlesex County since its establishment in 1692. Our responsibility for over 320 years has been to ensure the public safety. When hiring the Middlesex Sheriff's Office Civil Process Division, your business is employing dedicated and seasoned law enforcement professionals.



TYPES OF PROCESSES SERVED INCLUDE:



- Summonses, Complaints, Motions and Affidavits
- Witness Subpoenas, Depositions
- Divorce, Annulment, Custody, Paternity, Support and Modifications
- Small Claims, Notice to Show Cause, Summons to Judgment Debtor
- Writ of Attachment, Levy-Real Estate, Trustee Process
- Capias-Arrest Warrants
- Eviction and Seizures
- Notice to Quit, Summary Process Summons & Complaints